



*Anderson  
College  
Handbook*

*1955*

*1956*



At the beginning of the school year each student is required to buy a copy of this Handbook. The price is \$1.00. Extra copies are 75 cents each. This Handbook is the property of:

Name \_\_\_\_\_

Address \_\_\_\_\_




# HANDBOOK



ANDERSON COLLEGE  
Anderson, South Carolina

1955 - 1956



Digitized by the Internet Archive  
in 2011 with funding from  
Lyrasis Members and Sloan Foundation

## **PRESIDENT HAIGHT SPEAKS —**

The rules set down in the Handbook are a guide not only for students but for faculty and staff members as well. A junior college is not a university but a small college where each student receives training in behaviour patterns as well as instruction in the classroom. In the early spring of 1955, faculty, staff and students were invited to make suggestions for this issue of the Handbook. Many were received. In a spirit of cooperation the Handbook for 1955-1956 has been written and compiled. The rules, regulations and schedules set forth herein will not be changed during this session.

Naturally, not every one can be pleased with everything in the Handbook, but all of us can cooperate in carrying forward the business of the College for the 1955-1956 session. These regulations represent the best choices from many suggestions and requests made by a large and interested number of students, staff and faculty members.

By the power invested in me as President of Anderson College this Handbook is hereby declared to be our guide for a happy and successful college career for us all this session.

— Elmer Francis Haight

## THE ANDERSON COLLEGE IDEAL

"A healthy Christian gentlewoman, doing her work accurately, completely, and happily."

1. Christian sense of vales.
2. Integrity of character.
3. Abiding interest in learning.
4. Respect for human personality.
5. Health of body.
6. Creative responsibility.
7. Accuracy in all things.
8. Appreciation of the beautiful.
9. Happiness of spirit.
10. Courtesy of manner.

The College Ideal as an expression of the spirit of Anderson is held constantly before the minds of the students. Through a number of student and faculty conferences ten objectives were developed for this College Ideal. Methods were worked out by which the objectives might be reached and the Ideal carried over into the lives of individuals.



## ALMA MATER

Dear to our hearts is our Alma Mater,  
Loyal and true are we;  
Truest devotion till life is ended,  
Wholly we pledge to thee.  
Tho' from thy halls far away we wonder,  
Thoughts back to thee will fly,  
And tender mem'ries time cannot sever,  
Love that will never die.

Heaven's choicest blessings ever attend thee,  
Dear Alma Mater mine—  
No shadows harm thee, no fears alarm thee,  
Always the sunshine thine.  
And tho' leave thee, we'll never grieve thee,  
True to our trust we'll be;  
Our best endeavor, now and forever,  
Always to honor thee.

—Mrs. Charles Sullivan, Sr.

## THE PRESIDENT'S WELCOME

To a college community of students and teachers,  
to the stimulating challenge of classroom and laboratory,  
to the friendship of kindred minds and hearts,  
to hard work and delightful play,  
to worship, to service, to study,  
to discipline and relaxation,  
and to the happy fellowship which is  
ANDERSON COLLEGE—

I BID YOU CORDIALLY WELCOME

Elmer Francis Haight, President

## GREETINGS FROM THE MUSIC DEPARTMENT

According to an old Italian proverb, "He who plays the piano keeps sane"! This, of course, implies that anyone who studies music of any kind tends to be a well-balanced, happy person. This is true because music gives one a means of self-expression, an emotional outlet that affects her total life.

You will find that music plays a vital part in our college community. We invite your participation in the many opportunities afforded in the college music program, if not as a performer, then as a listener. The activities of the department include student and faculty recitals, both instrumental and vocal; especial vesper programs; a Christmas opera; occasional out-of-town appearances of the college choir; television programs; and the final Commencement Concert, involving all phases of the music life at A. C.

You are invited to attend also the Anderson and the Clemson Concert Series, as well as the Anderson Symphony Series.

May we guide you toward a fuller and richer appreciation of good music?

## WELCOME!

You are on the threshold of a year of opportunity. Opportunity beckons to you to become the best that you can be.

Strive daily to develop yourself in your person, in your calling, until perfection is attained: the fullness of your every gift, of your every faculty. You will know it in the improvement of your taste, in the clarification of your thinking, in the maturity of your judgment, in the control of your will. (From Gracian's Manual.)

Welcome!

MARTHA WATSON

Dean of Women

## STUDENT GOVERNMENT

Hi!

We're awfully glad to have all of you with us this year.

We hope that you are going to enjoy college life as much as we do.

This is a Christian college and Christ is always here with us. Let's grow in His grace and love and always put Him first in all of our activities.

We welocme you from the bottom of our hearts!

SAVILLA GAMBRELL, President

Savilla Gambrell \_\_\_\_\_President  
Jane Marchbanks \_\_\_\_\_Vice-President  
Margaret Sparks \_\_\_\_\_Secretary  
Marilyn Wilkie \_\_\_\_\_House President  
Yvonne Bowman  
Eleanor Girardeau \_\_\_\_\_Fire Chief  
Shelton Patterson \_\_\_\_\_Non-Resident Representative  
Shirley Martin  
Glenn Franklin  
Joyce Meeks

## W. A. A.

The Woman's Athletic Association is one of the largest organizations at Anderson College. It is the center of much activity.

There are a variety of sports in which you can participate. Archery, tennis, ping-pong, swimming, softball, volley-ball, and several others. Throughout the year we form sport's clubs, go hiking, and have game tournaments.

The W. A. A. is planning a big year for everyone. So come girls, let's join the W. A. A. and help keep the ball rolling!

LOUISE CURRY, President

Louise Curry	_____	President
Harriet Kowalski	_____	Vice-President
Sue Maret	_____	Secretary
Nancy Geer	_____	Treasurer

## B. S. U.

Welcome to Anderson College from the Baptist Student Union. We're happy to have you as a member of our College family and we are sure that you will enjoy being a part of B. S. U.

We do various things in B. S. U. such as going to near-by churches where we present programs in their services. Here at A. C. we present vespers and chapel programs and we make a definite effort to make Jesus live on our campus through our lives. Won't you join with us?

BARBARA ROSS, President

Barbara Ross	_____	President
Joyce Mason	_____	Enlistment Vice-President
Louise Curry	_____	Social Vice-President
		Devotional Vice-President
Sue Maret	_____	Secretary-Treasurer
Savilla Gambrell	_____	Music Chairman
Marilyn Wilkie	_____	Sunday School Chairman
Yvonne Bowman	_____	Training Union Chairman
Shirley Graham	_____	Magazine Chairman
Tweetie Holder	_____	Y. W. A. President
Jerry Keese	_____	Day Student Representative
Shelton Patterson	_____	Deputation and Extension
Miss Helen Miller	_____	Faculty Advisor

## Y. W. A.

Welcome to Anderson College from the Young Women's Auxiliary. We hope you will become a member of the Y. W. A's. and enjoy it as much as we have.

May you put Christ first in your life and also God has assured us in his scripture, "If Christ be for us who can be against us?"

We are looking forward to seeing you in Y. W. A's.

TWEETIE HOLDER, President

Tweetie Holder	_____	President
Joye McKee	_____	Vice-President
Yvonne Bowman	_____	Secretary
Margaret Sparks	_____	Treasurer
Barbara Ross	_____	Program Chairman
Jimmie Merck	_____	Literature Chairman
Louise Curry	_____	Community Missions Chairman
Jane Rice	_____	Missions Study Chairman
Hayne Finley	_____	Publicity Chairman
Carol Hawthorne	_____	Devotional Chairman
Shirley Graham	_____	Social Chairman
Savilla Gambrell	_____	Music Chairman



## ADMINISTRATION — OFFICE STAFF

### TREASURER AND BUSINESS MANAGER

Dr. Elmer Francis Haight

### BOOKKEEPER

Miss Euna Kay

### SECRETARY TO THE PRESIDENT

Miss Dora Hancock

### DIRECTOR OF ADMISSIONS AND REGISTRAR

Miss Margaret Garrett

### FIELD REPRESENTATIVE

Mrs. Fred Black

### NEWS BUREAU DIRECTOR AND ALUMNI SECRETARY and

### DIRECTOR OF STUDENT PUBLICATIONS

Miss Antoinette Jones

## ADMINISTRATION — GENERAL STAFF

HOUSE DIRECTOR

Mrs. John Glenn

BOOK STORE MANAGER AND POSTMISTRESS

Mrs. Beverly Thompson

CANTEEN MANAGER

Mrs. Ann Hesser

DIETITIAN, SUPERVISOR OF KITCHEN STAFF

Mrs. Sam R. Pruitt

DINING HALL MANAGER

Mrs. N. W. Balster

RESIDENT NURSE

Miss Hewlitte Lifsey

COLLEGE PHYSICIAN

Dr. Olga Pruitt

ADMINISTRATION — INSTRUCTIONAL STAFF

DEAN OF THE FACULTY

Dr. Elmer Francis Haight

CHAIRMAN OF THE FACULTY

Mr. Henry von Hasseln

DIRECTOR, DEPARTMENT OF MUSIC

Mr. Herbert S. Archer

LIBRARIAN

Miss Nancy Divver

FACULTY OF INSTRUCTION

See Catalogue

## ADMINISTRATION — STUDENT LIFE

### PRESIDENT OF THE COLLEGE

Dr. Elmer Francis Haight

### DEAN OF WOMEN

Miss Martha Watson

### HOUSEMOTHER, DENMARK HALL

### HOUSEMOTHER, EAST DORMITORY

Mrs. Ernest Johnston

### STUDENT GOVERNMENT COUNCIL

Miss Savilla Gambrell, President

## OFFICE HOURS

The President's Office will be open daily except Saturday and Sunday. He may be seen only by appointment. See Miss Hancock for appointments.

### Business Office, Miss Kay, Bookkeeper

Monday - Friday	8:30 a. m. - 11:50 a. m.
	1:30 p. m. - 4:30 p. m.
Saturday	8:30 a. m. - 12:30 p. m.
	1:00 p. m. - 2:30 p. m.

Banking hours will be posted in the office.

### Office of Registrar, Director of Admissions, Miss Margaret Garrett

Monday - Friday	8:00 a. m. - 11:50 a. m.
	1:30 p. m. - 5:00 p. m.
Saturday	8:00 a. m. - 10:00 a. m.

### Office of Secretary to the President and Assistant to Registrar, Miss Dora Hancock

Monday - Friday	8:00 a. m. - 11:50 a. m.
	1:30 p. m. - 5:00 p. m.
Saturday	8:00 a. m. - 10:00 a. m.

## OFFICE HOURS

Office of Dean of Women, Miss Martha Watson

### Monday - Friday:

In Office	10:30 a. m. - 11:30 a. m. 1:30 p. m. - 2:30 p. m. 4:30 p. m. - 5:30 p. m.
On Duty in Hall	6:30 p. m. - 8:00 p. m. 10:00 p. m. - 11:00 p. m.

### Saturday:

In Office	8:30 a. m. - 11:30 a. m. 1:30 p. m. - 2:30 p. m. 6:30 p. m. - 7:00 p. m.
On Duty in Hall	7:00 p. m. - 11:00 p. m.

### Sunday:

In Office	8:30 a. m. - 9:30 a. m. Immediately following dinner — early afternoon 5:00 p. m. - 6:00 p. m.
On Duty in Hall	7:00 p. m. - 10:30 p. m.

## House Manager's Office Hours, Mrs. John Glenn

Monday - Saturday	8:00 a. m. - 9:30 a. m.
	11:00 a. m. - 11:50 a. m.
	1:30 p. m. - 2:30 p. m.
Monday - Friday	5:00 p. m. - 5:45 p. m.

## Hours for House Mothers:

Inspection of rooms, Monday - Saturday, 10 a. m.

House Mothers will post hours for collecting laundry.

House Mothers will be in their respective dormitories each evening, 7:30 to 11.

House Mothers will post on their bulletin boards where they are going and when they will return to college during the day.

The relation of students to House Mothers will be found on another page.

House Mothers will be responsible for having monitors checking rooms according to rules.

House Mothers will receive incoming calls from parents on dormitory halls during the day and notify students.

House Mothers will be on duty to lock doors of dormitories at 5:45 p. m., 7:30 p. m., and 10:15 p. m., and 11:00 p. m.

## OFFICE HOURS

### Library Hours, Miss Nancy Divver, Librarian

Monday - Friday	8:30 a. m. - 11:50 a. m.
	2:00 p. m. - 5:00 p. m.
	7:00 p. m. - 9:30 p. m.
Saturday	8:00 a. m. - 12:00 noon
	6:00 p. m. - 8:00 p. m.

### Canteen Hours, Mrs. Ann Hesser, Manager

Monday - Friday	9:30 a. m. - 11:00 a. m.
	12:45 p. m. - 1:15 p. m.
	3:30 p. m. - 4:00 p. m.
	9:30 p. m. - 9:50 p. m.
Saturday	9:30 a. m. - 11:00 a. m.
	9:30 p. m. - 10:30 p. m.

Canteen will be closed on Sundays.

### Book Store Hours, Mrs. Bevely Thompson, Manager

Monday - Saturday	8:30 a. m. 11:00 a. m
Monday - Friday	1:30 p. m. - 2:00 p. m.

### Infirmary Hours, Dr. Olga Pruitt, M. D., Physician, and Miss Hewlitte Lifsey, Nurse.

Monday - Friday	7:30 a. m. - 9:00 a. m.
	1:30 p. m. - 2:30 p. m.
	9:30 p. m. - 10:00 p. m.
Saturday	7:30 a. m. - 9:00 a. m.
	1:00 p. m. - 1:45 p. m.
Sunday	8:30 a. m. - 9:15 a. m.

Dr. Pruitt's hours at the College, Monday, Wednesday and Friday:  
1:30 p. m. - 2:15 p. m.



## COLLEGE CALENDAR — 1955 - 1956

Students report for orientation week—Monday, September 5  
President's Reception (Informal) \_\_\_\_\_Monday, September 5  
Formal opening of the College, 8 p. m. —  
Tuesday, September 6  
Classes Begin, 8 a. m. \_\_\_\_\_Monday, September 12  
Football at Clemson: P. C. vs. Clemson, 8 p. m. —  
Saturday, September 17  
Reception, 8:15 p. m. (Sophomore for Freshmen) —  
Friday, September 23  
Anderson County Fair —Mon.-Sat., September 26-October 1  
Faculty Recital, 8:15 p. m. (Reception) —  
Required attendance Friday, September 30  
Football at Clemson: Georgia vs. Clemson, 2 p. m. —  
Saturday, October 1  
Clemson Concert Series, 8 p. m. \_\_\_\_\_Monday, October 3  
Faculty Recital, 8:15 p. m. (Reception) —Friday, October 14  
Religious Emphasis Week, Mr. Wm. Hall Preston, Leader,  
Services morning and evening —  
Monday - Friday, October 17-21  
Vespers, 5 p. m., College Auditorium —Sunday, October 23  
Anderson Concert Series, 8:15 p. m. —  
Wednesday, October 23  
Mountain Day \_\_\_\_\_Thursday, October 27  
Football at Clemson: Wake Forest vs. Clemson, 2 p. m. —  
Saturday, October 29  
Crook Banquet, 7:30 p. m. \_\_\_\_\_Monday, October 31  
B. S. U. Convention, Spartanburg —  
Friday-Saturday-Sunday, November 4-5-6  
Mid-Semester grades due \_\_\_\_\_Saturday, November 5  
Faculty Recital, 8:15 p. m. \_\_\_\_\_Friday, November 11

Football at Clemson: Maryland vs. Clemson, 2 p. m. —  
 Saturday, November 12  
 State Convention — Tues.-Wed.-Thurs., November 15-16-17  
 Clemson Concert Series, 8 p. m. — Tuesday, November 15  
 Thanksgiving Dinner, 1:15 p. m. — Sunday, November 20  
 Thanksgiving holidays begin, 12 noon —  
 Tuesday, November 22  
 Classes begin, 8 a. m. — Monday, November 28  
 Hanging of the Greens — no classes all day —  
 Thursday, December 1  
 Yule Log, singing of carols, First Night, 5-6 p. m. —  
 Thursday, December 1  
 Clemson Concert Series, 8 p. m. — Thursday, December 1  
 Christmas Opera, AMAHL, 8:15 p. m., Auditorium —  
 Tuesday, December 6  
 College Music pupils in recital, Chapel: 12 noon —  
 Tuesday, December 13  
 White Christmas for servants, President's Christmas mes-  
 sage, Glee Club sings, last Chapel, 1955, 12 noon —  
 Wednesday, December 14  
 Christmas Banquet (formal) 7:30 p. m. —  
 Thursday, December 15  
 Holidays begin, 12 noon — Friday, December 16  
 Classes resumed, 8 a. m. — Tuesday, January 3  
 Music Department Recital, Chapel, 12 noon —  
 Thursday, January 12  
 Annual Birthday Banquet, 7:30 p. m. — Friday, January 13  
 Sunday Afternoon Coffee, President's Home, 4-5:30 p. m. —  
 Sunday, January 15  
 Mid-term Examinations begin — Monday, January 16  
 Second Semester Registration — Monday, January 23  
 Second Semester Classes begin — Tuesday, January 24

Anderson Concert Series, 8:15 p. m. — Thursday, January 26  
 High School Week-end, Friday afternoon through Sunday  
 afternoon, January 27-29 —  
 Friday - Sunday, January 27-29  
 Anderson College Players, 8:15 p. m. — Friday, January 27  
 Recital, 8:15 p. m. — Saturday, January 28  
 Clemson Concert Series, 8 p. m. — Monday, February 13  
 Anderson College Founders' Day Exercises, 8 p. m. —  
 Tuesday, February 14  
 Reception following exercises.  
 Founders' Day Banquet — 6:00 p. m.  
 Clemson College Concert Series, 8 p. m. —  
 Wednesday, February 22  
 Alumni Tea for High School Graduates, 4:30 p. m. —  
 Friday, February 24  
 Sunday Vespers, 5 p. m. — Sunday, February 26  
 State (S. C.) Y. W. A. House Party —  
 Friday - Sunday, March 2 - 4  
 Recital, Guest Artist — Tuesday, March 6  
 Mid-Semester Reports Due — Saturday, March 10  
 Clemson Series, 8 p. m. — Tuesday, March 13  
 Recital, Music Department, 8:15 p. m. — Tuesday, March 20  
 Recital, Music Department, 8:15 p. m. — Tuesday, March 27  
 Easter Holidays begin, 12 noon — Friday, March 30  
 Classes resumed, 8 a. m. — Tuesday, April 10  
 Music Department Recital, 8:15 p. m. — Thursday, April 12  
 Music Department Recital, 8:15 p. m. — Tuesday, April 17  
 B. S. U. Banquet, 7:30 p. m. — Thursday, April 19  
 Anderson Concert Series, 8:15 p. m. — Friday, April 20  
 Music Department Recital, 8:15 p. m. — Tuesday, April 24

Anderson College Players, 8:15 p. m. \_\_\_\_\_ Friday, April 27  
High School Week End  
Music Department Recital, 8:15 p. m. \_\_\_\_\_ Saturday, April 28  
High School Week End  
Art Exhibit and Tea, Beginning at 4 p. m. \_\_\_\_\_ Saturday, April 29  
High School Week End  
Anderson College Spring Recital, 8:15 p. m. \_\_\_\_\_  
Tuesday, May 1  
May Day, no classes, 5 p. m. \_\_\_\_\_ Saturday, May 5  
Women's Athletic Association Banquet, 7:30 p. m. \_\_\_\_\_  
Thursday, May 10  
Mother's Day \_\_\_\_\_ Sunday, May 13  
Use regular class sessions for review for examinations —  
May 11 - 17  
Anderson Music Club, Open Meeting, 8 p. m. \_\_\_\_\_  
Friday, May 18  
Second Semester Examinations begin \_\_\_\_\_ Friday, May 18  
Examinations end \_\_\_\_\_ Wednesday, May 23  
Sunday Afternoon Tea, President's Home, 4-5:30 p. m. —  
Sunday, May 20  
Picnic Supper, 6:30 p. m. \_\_\_\_\_ Wednesday, May 23  
Practice for Commencement \_\_\_\_\_ Thursday, May 24  
High School Class Day Exercises, 8:15 p. m. —  
Thursday, May 24  
College Class Day Exercises, 10:30 a. m. \_\_\_\_\_ Friday, May 25  
Luncheon for Graduates, 12 noon \_\_\_\_\_ Friday, May 25  
Commencement Concert, 8:15 p. m. \_\_\_\_\_ Friday, May 25  
Alumni Convocation and Luncheon \_\_\_\_\_ Saturday, May 26  
Baccalaureate Sermon, First Baptist Church, 11:15 a. m. —  
Sunday, May 27  
Commencement Exercises, Auditorium, 4 p. m. —  
Sunday, May 27  
President's Reception, 5 p. m. \_\_\_\_\_ Sunday, May 27

## TRADITIONS

**The Crook Banquet** on Hallowe'en introduces the tradition of hiding the crook. Friendly class spirit is shown in an endeavor to see which class will be the possessor of the crook at commencement.

**The Christmas season** is ushered in on December first by Christmas First Night. Christmas carols are sung and played in the college dining room during the month of December. On the Sunday evening just before the Christmas holidays the college choir presents a Yuletide Vesper Service.

**Founders' Day** is observed on February 14. This is the date on which the charter of the college was granted by the State of South Carolina.

**Sunshine Sister Week** supplies a note of interest and piquancy during first semester examinations.

**The May Day Festival** is given in the college amphitheater early in the month of May. The fete is attended by a large number of out-of-town visitors and high school seniors.

## CROOK RULES

1. At the first hiding of the crook the class sponsor, the President, and the President of the student body, and appointed helpers shall hide the crook. Thereafter the sponsor, the highest boarding class official, and the finders shall hide the crook.
2. The crook must be hidden, this first time, seven days after this announcement.
3. The crook can be hidden at any hour.
4. Six inches of the crook must be showing.
5. The crook cannot be hidden:
  - (1) Over Main Building.
  - (2) Under the post office.
  - (3) Under lock and key.
  - (4) In boiler room.
  - (5) Under any building.
6. All crook activities must cease on Sunday and on a holiday.
7. The crook cannot be looked for during study hour, nor after ten o'clock on Saturday night.
8. The crook cannot be moved from its hiding place after five days—unless announced.

9. If the crook is found and rehidden, the rival class must be notified within five days of the finding.
10. After the crook is found and its discovery publicly announced, the rival class cannot touch it for five days, within which time it must be rehidden. Those hiding the crook must be unmolested.
11. Until the public announcement of the finding of the crook a representative of the class must keep her hand on the crook. If the other class gets possession of it, it is forfeited to them.
12. When the crook is not hidden, it is to be kept in the Sponsor's room.
13. With the exception of those hiding the crook any student violating student government rules in connection with crook activities will be penalized.
14. Any misunderstanding arising in relation to the crook must be brought to the Advisory Committee for settlement.
15. If the crook is damaged by breaking or burning it must be forfeited to the rival class.
16. High School students may participate in crook activities, assisting members of the Sophomore Class.
17. The rival class can no longer search for the crook after ten o'clock on Saturday night preceding second semester examinations.

## CALENDAR OF ACTIVITIES

1. An activities calendar is kept in the office of the Dean of the Faculty. Chapel, parties, programs, and events will be scheduled through his office. The calendar will contain the main college and community cultural events of the year. Besides these, student groups will sponsor extra social affairs and organizations will plan social events. These, too, will be scheduled through the Calendar Committee.
2. The Calendar Committee will be composed of the following: Dean of the Faculty, Director of the Religious Activity Council, College Hostess, President of the Student Government, and Dean of Women.
3. The Calendar Committee will be called for meetings only when necessary. The work of the Committee will be done in the office of the Dean of the Faculty in consultation with organizations giving the programs or groups giving parties.
4. The Calendar will be made in the office of the Dean of the Faculty. There will be only one calendar; others will be duplicates of this one. The Dean of Women will be responsible for making up a weekly calendar of events from this larger calendar, and for distributing the weekly calendar to students at the Monday meetings of the student government (which includes the entire student body). The sheets will be passed by the marshalls before the meeting is dismissed. Copies will be placed in the boxes of faculty and staff members.



## ENTERTAINMENT

The following organizations sponsor the following events:

- Sophomore-Freshman Reception \_\_\_\_\_ Sophomores
- Crook Banquet \_\_\_\_\_ Sophomores
- Thanksgiving Dinner (and after-dinner coffee) —  

Commercial Club

 Christmas Banquet \_\_\_\_\_ Freshmen and High School
- Hanging of Greens and First Night —  

Student Government

 Birthday Banquet \_\_\_\_\_ Home Econoomics Club
- Founder's Day Banquet \_\_\_\_\_ Y. W. A.
- Reception following \_\_\_\_\_ Hostess and President
- May Day \_\_\_\_\_ Music, Art and Dramatic Arts Department
- B. S. U. Banquet \_\_\_\_\_ B. S. U.
- Woman's Athletic Association Banquet \_\_\_\_\_ W. A. A.
- Luncheon for graduates \_\_\_\_\_ Freshmen

Sponsors and officers of organizations will meet with the President, College Hostess, and Dean of Women for over-all plans; then plan and execute the details.

Receptions following faculty recitas, graduating students' recitas, and class recitals in Spring are given by President and Mrs. Haight. Faculty staff members, and students will assist the College Hostess with these receptions. Reception following Founder's Day program and the President's receptions (Spring and Fall) are given by President and Mrs. Haight.

### **SCHEDULE FOR CLASSES**

First Class Period	8:00 a. m.
Second Class Period	9:00
Third Class Period	10:00
Fourth Class Period	11:00
Chapel	12:00 noon
Fifth Class Period	1:30 p. m.
Sixth Class Period	2:30
Seventh Class Period	3:30
Eighth Class Period	4:30

Bells that end classes will be rung fifty minutes after class begins; tardy bells, on the hour.

### **SCHEDULE OF MEALS**

Breakfast	7:30 a. m.
Lunch	12:45 p. m.
Dinner	6:00 p. m.

(Dinner on Saturday evening will be served as any other night of the week.)

All banquets will be held at 7:30 p. m. (exception — Founder's Day).

Sunday breakfast — 8:00 a. m.

Sunday Dinner — 1:15 p. m.

Sunday night supper will not be served. Paper bags with lunch will be given out at dinner.

## DAILY SCHEDULE FOR DORMITORIES

Morning — Monday — Saturday:

- 6:30 End of absolute quiet period.
- 7:00 Rising Bell.
- 7:20 Breakfast Bell.
- 7:25 Morning Watch (in Dining Hall).

(Any girl wishing to arise earlier than rising bell may set her alarm clock for as early as 6:30).

Sunday:

- 7:30 Rising Bell.
- 7:55 Breakfast Bell.

Evening — Monday — Friday:

- 7:15 Warning bell for first study period.
- 7:20 Room check.
- 7:30 Bell for first study period — all quiet on halls.
- 9:30 Bell at end of study period, Canteen open.
- 10:00 Evening Watch.
- 10:10 Warning bell for second study period.
- 10:15 Bell for second study period and Room Check.
- 10:55 Room check (final).
- 11:00 Lights out and quiet, no bell rung.
- 11:00 - 11:30 Extended study period.
- 11:30 Lights out, no bell rung.
- 11:30 p. m. - 6:30 a. m.—Absolute quiet.

Evening — Saturday:

- 11:15 Room check.
- 11:30 Lights out, absolute quiet.

Sunday:

- 10:15 Room check.
- 10:30 Lights out, absolute quiet.

## STUDY SCHEDULE FOR DORMITORY STUDENTS

Monday — Friday:

- 7:30 p. m. - 9:30 p. m. First Study Period.
- 10:15 p. m. - 11:00 p. m. Second Study Period.
- 11:00 p. m. - 11:30 p. m. Extended Lights for study.

## SCHEDULE OF MEETINGS

### 1. Student Meetings

1. Student Government and Council, each Monday—  
12-12:20 p. m. Student Government (entire student body).  
12:20-12:40 p. m. Student Government Council (all Council members).  
4:30-5:30 p. m., Friday. Administrative Staff meeting.

### 2. Religious Organizations:

#### Sunday services —

Sunday School	10:00 a. m.
Church	11 or 11:15 a. m.
B. T. U.	6:30 p. m.
Church	7:30 p. m.
Vespers, when scheduled	5:00 p. m.

Morning watch, Monday - Saturday, 7:25 a. m.

Chapel, 12 noon, Tuesday, Thursday, and Friday.

Daily vespers, when scheduled, 6:30 - 7:00 p. m.

Y. W. A., Mondays 4:30 - 5:30 p. m.

B. S. U., Tuesday, 4:30 - 5:30 p. m.

Evening Watch, on Halls, Monday - Friday, 10:00 p. m.

Ministerial Association, 12 noon, Third Wednesdays.

3. Woman's Athletic Association, first Wednesday —  
12 - 12:20 Association.  
12:20 - 12:40 p. m., Council.
4. Class Meetings (simultaneously), second Wednesdays, (required of members of each class), 12:00-12:30.
5. Religious Activity Council, Third Wednesday, 12-12:30 p. m.

6. Town Club, Fourth Wednesdays, 12 - 12:30 p. m.
7. YODLER and COLUMNS advertising staffs:  
Saturdays, 12 noon.  
Wednesdays, 4:30 - 5:30 p. m.
8. Anderson College Players — First and Second Saturdays, 12 noon.  
Delta Psi Omega, Third Saturday, 12 noon.
9. Home Economics Club, Second Thursday, 4:30 - 5:30 p. m.
10. The Commercial Club, First Thursday, 4:30 - 5:30 p. m.
11. Phi Theta Kappa Fraternity, Fourth Friday, 4:30 - 5:30 p. m.
12. Any other meetings of fraternities may be scheduled for 3rd or 4th Thursdays.
13. The College Glee Club will meet as a regular class, 10:00 - 10:50 a. m., Monday, Wednesday, and Friday each week. Business of the Club may be conducted during class periods.

## **2. Faculty and Staff Meetings**

1. Faculty meetings, 12 noon, First Mondays.
2. Joint Faculty and Staff Meeting, 12 noon, Third Mondays.
3. Committee on program for Chapel, vespers, radio, and TV, 12 noon, Second Mondays.
4. Music, Art, Speech Faculty, 12 noon, Fourth Mondays.
5. Weekly Staff Meeting, 9:30 a. m., Monday.

## **FACULTY COMMITTEES**

1. Chapel.
2. Calendar
3. T. V. and Radio.
4. Library.
5. Committee on Accreditation.
6. Executive Committee.
7. Committee on Admission of Students.

## **CHURCH AND CHAPEL ATTENDANCE**

One cut is given each semester for Chapel. Each un-excused chapel absence takes off one quality point from total number of quality points for the semester. Monitors will check chapel attendance and report absences on slips which they will turn in to the Registrar's office.

Attendance on Sunday School and Church is required of resident students. Sunday school and church attendance will be kept on record in the office of the Dean of Women. Resident students receive 1 demerit for failure to attend Sunday school and church without an excuse.

## **RELIGIOUS ACTIVITIES COUNCIL**

Chairman, Director of Religious Activities.

Y. W. A. President.

B. S. U. President.

Student Government President.

Student Government Vice-President.

Glee Club Chairman.

Head Waitress.

House Presidents.

Sophomore Class President.

Freshman Class President.

High School President.

Ministerial Association President.

The purpose of the Religious Activities Council is to correlate the social and religious life of the College. Parties, teas, picnics, and other social affairs will be scheduled through the Calendar Committee. The Chairman of the Council will confer with the Hostess, the Dean of the Faculty, the Dean of Women, and the sponsors of organizations represented in the Council when necessary.

## **RELIGIOUS ORGANIZATIONS**

### **Baptist Student Union**

The B. S. U. is open for membership to men and women who are members of a Baptist church.

### **Y. W. A.**

A missionary organization for young women. All boarding students are eligible for membership.

### **Ministerial Association**

This is for minister or ministerial students only. The organization will provide fellowship for ministers who attend Anderson College.

**Morning Watch, 7:25 a. m.**

**Evening Watch, 10:00 p. m.**

**Daily Vespers, 6:30 - 7:00 p. m.,** when sponsored through the Religious Activity Council.

## **COLLEGE ORGANIZATIONS AND CLUBS**

### **Athletic Association**

All women (resident and non-resident) students are required to take Physical Education. P. E. is not an academic subject. Each student will be scheduled for 2 hours class work each week. Each resident student will be required to participate in sports 3 hours each week including the two hours above.

1. All competitive sports will be intramural (no inter collegiate).
2. The Athletic Director will keep a point system for participation in sports. Awards will be given in the spring in recognition of achievements in athletics.
3. Physical Education is required for graduation.

### **THE YODLER**

The Yodler is the campus newspaper, published monthly or more frequently by the students of Anderson College. Writing for the publication affords opportunity for experience to those who are interested in journalism. Every student receives the newspaper, the subscription being included in the student activities fees.

### **THE COLUMNS**

The Columns is the Yearbook published by the students of Anderson College. It attempts to make a record of the varied student interests. Every student receives a Yearbook, as it, too, is included in the student activities fee.

### **PHI THETA KAPPA**

In 1932 the Anderson College chapter, Beta Pi, was granted a national charter by the Grand Council of the Phi Theta Kappa. The junior college honor scholarship society, corresponding to Phi Beta Kappa for four-year colleges, has chapters in numerous accredited junior colleges throughout the United States. A student to be eligible must be within the scholastic upper ten per cent



of the students enrolled in the college division. The local chapter issues invitations to students carrying 2.50 quality points for each semester hour of credit, which is a B plus average. To maintain active membership a student must at the end of any given semester have a grade point ratio of not less than 2 which is a B average.

### **ALPHA PI EPSILON**

Alpha Pi Epsilon is the national honorary secretarial society for colleges. Its chief purpose is to professionalize the status of the college-trained secretary. The society stresses superior achievement in stenography and stimulates a salutary interest in the field by bringing together students outstanding in secretarial subjects. It encourages its members to carry high ideals into business relations. The Sigma Chapter organized at Anderson College in May 1941 is the only chapter of this national organization in South Carolina. A student to be eligible must make a grade of A on shorthand and a B on all other subjects.

### **THE COMMERCIAL CLUB**

The Commercial Club is composed of students registered in the Commercial Department. Its purpose is to promote the welfare of the members and of the department.

### **THE TOWN CLUB**

The day students of Anderson College are eligible for membership in the Town Club. The Town Club provides for the recreational activities of the day students. It has been the custom each year for the members of the Town Club to give a play or a musical revue.

### **HOME ECONOMICS CLUB**

The Doddridge Home Economics Club has for its aim to help students who are interested in this field develop initiative, leadership, and professional pride. This club, named after the first home economics teacher at Anderson College, is affiliated with the American Home Economics Association.

## THE ANDERSON COLLEGE PLAYERS

The Anderson College Players is the college dramatic organization. Its members, under a trained director, receive training in acting, directing, stage-managing and make-up. Bi-monthly meetings are held and public performances are given.

## DELTA PSI OMEGA

The purpose of the Delta Psi Omega is to elevate the standards of school dramatics. A student of satisfactory scholarship who has participated in a major role of a stage or radio play, or who has done efficient work as a stage or business manager, or who has written a play which had been produced, or who has work done of such merit and quality as to be approved by the director, shall be eligible for membership.

## THE COLLEGE CHOIR

The College Choir, open to students who are interested in choral and ensemble work, receives excellent training from the Head of the Voice Department. The Choir is much in demand for programs in the city and surrounding country.

## ACTIVITIES POINT SYSTEM

No student may during the year hold office amounting to more than 20 points. A student who fails in two subjects during any semester must resign all offices coming under the point system.

Student Government Association	Points
President _____	20
Vice-President _____	15
Secretary _____	15
House President _____	15
Fire Chief _____	5
Representatives _____	5

### Baptist Student Union

President _____	12
Business Manager _____	6
Vice-President _____	4
Secretary _____	4
Treasurer _____	4
Cabinet Members _____	2

### Women's Athletic Association

President _____	10
Vice-President _____	4
Secretary and Treasurer _____	5

### The Yodler

Editor-in Chief _____	15
Associate Editor _____	10
Business Manager _____	10
Staff Members _____	5

### The Columns

Editor-in-Chief _____	15
Associate Editor _____	10
Business Manager _____	10
Staff Members _____	5

### Class Officers

President of Sophomore Class _____	5
President of Freshman Class _____	5

### College Choir

President _____	5
Vice-President _____	2

### Departmental Clubs

President _____	5
Other Officers _____	2

## ANDERSON COLLEGE SONGS

### Anderson College Girls

Greetings we bring to you  
As now we sing to you,  
Anderson College girls.

Love in our hearts for you,  
We give our best to you,  
Anderson College girls.

You drive the clouds away,  
Bring sunshine with the day,  
Anderson College girls.

Now life's a merry song,  
All because you came along,  
Anderson College girls.

Refrain:

Anderson College girls,  
Anderson College girls,  
Sweetest girls in all the world,  
We love you every one.  
Bright with your sunny smile,  
You all the hours beguile;  
Here's a kiss and here's a wish for every one.

—Mrs. Charles Sullivan, Sr.

## October

The months are met with their crownlets on,  
As Julius Caesar crown'd them;  
With slaves, the gentlemen thirty-one,  
And the ladies thirty, round them.  
But who shall be monarch of all, you ask;  
Go ask of the boys and maidens,  
For that is the lads' and the lassies' task,  
And they choose him afar in cadence.

Chorus:

October, October!  
March to the dull and sober!  
The suns of May for the children's play,  
But give to us October,  
October, October!

## That Good Old Anderson Spirit

Give me that good old Anderson Spirit,  
Give me that good old Anderson Spirit,  
Give me that good old Anderson Spirit,  
It's the best that can be had.

Made Dr. Haight our President,  
Made Dr. Haight our President,  
Made Dr. Haight our President,  
And it'll do the same for me.

It got style for Miss Garrett,  
It got style for Miss Garrett,  
It got style for Miss Garrett,  
And it'll get the same for me.

It made Mr. von Hasseln sprightly,  
It made Mr. von Hasseln sprightly,  
It made Mr. von Hasseln sprightly,  
And it'll do the same for me.

## Smiles

There are smiles from Indiana,  
There are smiles from Idaho,  
There are smiles from Maine to California,  
There are smiles from the north to Mexico,  
There are smiles all over this great nation,  
Wheresoever may your footsteps fall;  
But the smiles that come from Anderson College  
Are the smiles that are best of all!

## Spirit of B. S. U.

In our halls of learning Christ you did instill,  
With His truth eternal you our hearts did fill.  
Now we're ever eager goodly works to do;  
In your service use us, Spirit of B. S. U.  
In the midst of classes Christ we shall proclaim,  
Lift our fellow students in the Saviour's name;  
To the church we'll bind them, show them the life anew,  
With the strength you give us, Spirit of B. S. U.  
We are all one body, tho' from east and west,  
We would serve the Master, put us to the test.  
Thus with hearts united, sin we shall subdue  
With His love unfailing, Spirit of B. S. U.

## Greetings to Anderson Freshmen

It's a fine thing to get together,  
It's the right way to start.  
It's a fine thing for us to be here  
With gladness in each heart.  
Greetings, you Anderson Freshmen!  
Welcome from far and near!  
It's a fine, fine thing to get together,  
And we're glad you're here!

## Crook Song

Once there was a Sophomore Class,  
Sophomore Class, Sophomore Class,  
Once there was a Sophomore Class,  
Who had a crook.  
They had them a crook, yes,  
They had them a crook, you bet,  
Once there was a Sophomore Class,  
Who had a crook.

Found a little hiding place,  
Hiding place, hiding place,  
Found a little hiding place,  
To put that crook.  
They hid it for keeps, yes,  
They hid it for keeps, you bet,  
Found a little hiding place,  
To put that crook.

Then the little Freshman Class,  
Freshman Class, Freshman Class,  
Then the little Freshman Class,  
Looked for that crook.  
They searched high and low, yes,  
They searched high and low, you bet,  
Then the little Freshman Class,  
Looked for that crook.

Poor little Freshman Class,  
Freshman Class, Freshman Class,  
Poor little Freshman Class,  
Wept for that crook.  
They wept and they wailed, yes,  
They wept and they wailed, you bet,  
Poor little Freshman Class,  
Wept for that crook.

Then upon Commencement Day,  
Commencement Day, Commencement Day,  
Then upon Commencement Day,  
Who had that crook?  
Why who but the Sophomores,  
Why who but the Sophomores,  
Then upon Commencement Day,  
Who had that crook?????

### **Danes' Hymn**

He who is noble, kind in thought and action,  
Faithful to duty, pure, and single hearted,  
Needs not a weapon, needs not man to guard him,  
Virtue defends him.

What though he wander o'er the burning desert  
What though he journey o'er unfriendly mountain?  
Sleeping or waking, though by death surrounded,  
Virtue defends him.



### GRACE AT MEALS

Father, We thank Thee for the food we eat;  
We thank Thee for this fellowship sweet;  
We thank Thee for mem'ries here that cling;  
We thank Thee, Lord, for everything.

## THE HONOR CODE

Self-government can be successful only when founded on personal honor. Personal honor requires that every student act honorably in academic work as well as in every other phase of college life. It is the duty of every student to uphold the ideals and regulations of the College through his or her own personal conduct. If a student should act dishonorably in any phase of college life, she is bound by her personal honor to report herself within twenty-four hours to the Student Council.

Each student should realize that the honor of the student body is no greater than the personal honor of each student. Therefore, under a system of self-government, a student is responsible not only for her own conduct but also for that of the other members of the group. Every student is bound by her personal honor to report to the Student Council any violation of which she knows

## CONSTITUTION

### ARTICLE I — Name

The name of this organization shall be the Student Government Association of Anderson College.

### ARTICLE II — Object

The object of the Association shall be to foster student interests and activities, to maintain high standards of scholarship and honor among students, to aid in administering regulations, and to transact business pertaining to the student body.

### ARTICLE III — Membership

Every student enrolled in Anderson College automatically becomes a member of the Association.

### ARTICLE IV — Meetings

Section 1. The Association shall meet weekly.

Section 2. The Council and Staff shall hold regular meetings each week.

### ARTICLE V — Executive Department

Section 1. Council.

The executive power of the Association shall be vested in the Council.

## Section 2. Officers.

The Council shall consist of the following officers:

President of the Association  
Vice-President of the Association  
Secretary  
President of the B. S. U.  
College House President—Freshman Dormitory  
College House President—Sophomore Dormitory  
High School House President  
Sophomore Representative of Men Students  
Sophomore Representative of Women Day Students  
Freshman Man Representative  
Freshman Women Representative  
High School Representative  
President of W. A. A.

## Section 3. Duties.

1. The duties of the Executive Council shall consist in the promotion of scholarship, honor, and student activities on the campus. This body will deal with problems of discipline involving resident and non-resident students.
2. Any member of the Executive Council not going to two meetings of the council without excuse (permission to be obtained in advance) should be relieved of his or her position.

## ARTICLE VI — Administrative Staff

Section 1. The administrative power shall be vested in the Administrative Staff of the Association.

Section 2. The Staff shall consist of the following officers:

President of the Executive Council

Secretary of the Executive Council  
House President of the Sophomores  
House President of the Freshman  
House President of the High School  
Marshalls, Proctors, Fire Chief

Section 3. The Staff will exercise administrative leadership over the discharge of the duties of staff members, and recommend to the Council penalties for violations of College regulations.

Section 4. Any member of the Administrative Staff not going to two meetings of the staff without excuse (permission to be obtained in advance) may be relieved of his or her position.

## ARTICLE VII — Legislative Department

The legislative power shall be vested in the Association as a whole, the Faculty, and the Administration. Amendments to the Constitution may be proposed in writing by ten members of the Association. After approval by the faculty and after two weeks consideration, the Association may adopt amendments by a two-thirds vote of the entire membership.

## ARTICLE VIII — Officers of the Association

### Section 1. Officers of the Association.

The officers constituting the Association's Council and Administrative Staff shall be as follows:

President of the Association  
Vice-President of the Association  
Secretary  
House Presidents  
High School Representative  
2 Non-Resident Sophomore Representatives

2 Freshman Representatives  
Fire Chief  
2 College Marshalls  
High School Marshall  
President of the W. A. A.

## Section 2. Duties of the Officers.

### (1) President

1. The President shall preside at the meetings of the Association, the Council, and the staff.
2. The President shall receive reports of infractions of rules.
3. The President shall act as representative of the Student Body.

### (2) Vice-President

1. To perform all duties of the President in case of the inability of that officer to do so.

### (3) Secretary

1. To carry on the correspondence of the Association.
2. To keep a record of all proceedings of the Association and of the Student Council and Staff meetings.
3. To furnish all offenders with a written statement of the penalty.
4. To furnish the Dean of Women with minutes of each meeting of the Student Body, Council and Staff.

### (4) House Presidents

1. Shall be responsible for order in their dormitories.
2. Shall ring the bell for study hour, recreation
3. Shall appoint Proctors on their halls.

(5) Proctors

The duties of the Proctors shall be:

1. To maintain order in their sections at all times.
2. To inspect within five minutes of the ringing of study hour and light bells and to recommend penalty points to those students who do not obey the regulations.
3. Any proctor who is absent from her section for any length of time or who is unable for any reason to perform her duties shall secure a substitute and shall report the name of the latter to her House President.

(6) Marshals

There shall be two Sophomore Marshals and two Freshman Marshals, one of whom in each class shall be a resident student and the other a town student, to be elected by their respective classes at the beginning of the school year.

The duties of the Marshals shall be:

1. To keep a record of attendance at Student Government Association meetings, and at entertainments at which attendance is required.
  2. To report to their respective Councils any absences.
  3. To serve as ushers when needed.
- (7) Other Council members shall represent their respective groups on Council.

(8) Fire Chiefs.

1. Shall be in charge of fire drills.
2. Shall be responsible for checking to see if buildings are cleared.

## ARTICLE IX — Elections

### Section 1. Elections.

1. All elections shall be conducted by the Student Government.
2. Elections shall be held in the following order:  
Student Government Officers  
Religious Organizations  
W. A. A.  
Clubs  
Class Officers (in fall)

### Section 2. Eligibility.

1. A student must have a "C" average to be eligible for nomination.
2. A student must be in good student government standing.

### Section 3. Election Days.

1. Elections of officers for a school term shall be the first Monday in March.
2. Elections of Freshman representatives shall be the third Monday in October.
3. Class officers shall be elected the second and third weeks of the first semester.

### Section 4. Nominations.

1. The Student-Faculty Committee shall nominate the President, Vice-President, Secretary, House Presidents, Representatives, and Fire Chief for Student Government.
2. The religious council and the athletic council re-



spectively shall nominate the councils for the following year.

3. The President of Student Council shall act as the Sophomore Chairman until the Sophomore President is elected.
4. The Dean of Women shall act as the Chairman for all other classes until class officers are elected.
5. After nominations are announced, nominations from the student may be made in writing and given to the President of the Student Body.
6. Two additional days after nominations are announced shall be open for nominations from the student body.

#### ARTICLE X — Student-Faculty Committee

Section 1. The Faculty-Student Committee shall be composed of the President of the College, the Dean of Women, the Registrar, the President, Vice-President, and Secretary of the Association, two other members of the faculty, and two of the student body elected by the above members of the Board.

Section 2. The Committee shall consider problems and policies of the College. Any student or faculty member may request consideration of any matter by the Committee.

Section 3. The Committee shall hold regular meetings each month and be subject to call meetings at any time.

Section 4. The Committee will meet with the Council of the Association when the latter is dealing with major cases of discipline.

## THE DEAN OF WOMEN IS RESPONSIBLE —

- for being available to the students for counsel.
- for the welfare and behaviour of the girls.
- for signing out and signing in resident students for off-campus only in her office.
- for cooperating with the Student Government Council and Staff in the discipline of students.
- for knowing when a student leaves the campus, where she goes, with whom, how, and the time of her return to the campus.
- For sending quarterly reports to parents concerning women students.
- for seeking to help the students grow up and mature as adults in a college community of young adults.
- for seeing that resident students attend all required services and entertainment.
- for guiding day woman students in their behavior on the campus.
- for reporting to the Dean of the Faculty day men students who fail to observe the regulations of the College.

## HOUSE MOTHERS ARE RESPONSIBLE—

- for the dormitories in which they reside.
- for inspecting dormitory rooms daily, 10 a.m.
- for ironing rooms. (lock doors when room is closed).
- for daily inspection of dormitory rooms, ironing rooms, room check (see room check regulations), locking doors in dormitories, keeping dormitories attractive—lamps and flowers in lobby and parlors—
- for being on duty in dormitories with open doors during study hours.
- for handling laundry.
- for reporting repairs needed to the House Director.
- for receiving incoming telephone calls from parents on dormitory halls during the day and notifying students.
- for being in their respective dormitories each evening 7:30-11 p.m. but will attend required entertainment and be free during the free period, 9:30-10:10.
- for posting on their bulletin boards where they are going and when they will return, when leaving the College during the day.
- for being on duty to lock doors of dormitories 5:45, 7:30, 10:15, and 11 p.m.
- for going with servants to dormitory rooms when repairs are to be made.
- for reporting girls who leave building and grounds without permission.
- for posting laundry regulations and hours of service at beginning of school, directing maids who collect laundry during laundry hours. (Girls cannot give laundry to maids on the hall.)

Each girl is responsible for keeping her room clean and attractive and assisting House Mother in making her dormitory home-like.

House Presidents, Monitors, Fire Chiefs, proctors and marshalls will work with House Mothers in keeping the dormitories clean and attractive and safe.

House Mothers will not have permission or power to give girls leave from the Campus.

### **THE HOUSE MANAGER IS RESPONSIBLE—**

- for servants cleaning buildings.
- for working with the Hostess in matters pertaining to cleaning and preparing buildings for special events and entertainments.
- for having Health Department make frequent inspections of the kitchen, rest rooms, Canteen, Infirmary.
- for cooperating with the College Host and Hostess in preparing for all public occasions. (All faculty and other staff members are also responsible for helping with public functions of the College when called upon.)
- for assigning servant to House Mothers when minor repairs in the dormitories need to be made.
- for having Auditorium ready for all meetings. She must be consulted for preparation of the Auditorium for programs.
- for the guest room. She will prepare the guest room at the request of the Hostess. (The guest room will be used for guests of the College and on invitation of the Hostess of the College. Friends, relatives of the faculty and staff members and of students will stay in hotels or motels while visiting in Anderson.)

## PLEDGE

**Taken by Students of Anderson College who Thereby  
Enter their Names on the Roll of Honor and Courtesy**

I pledge myself to the highest standards of a Christian gentleman or gentlewoman, and do purpose to conduct myself according to the lofty ideals set forth by the institution of which I am now a student. I therefore do pledge to avoid all behaviour that would bring ill-repute on Anderson College.

I do solemnly vow to be honest. Therefore, I will not cheat, lie or steal. I will strive to keep my thoughts and actions in accord with the highest moral and social standards. I choose of my own will to refrain from breaking the no-smoking regulations, from gambling and drinking. At all times I will seek to be genial, cheerful, happy and grateful. I will study to show myself approved of both God and man. I will endeavor to make a habit of daily Bible reading and prayer.

In the presence of God, my fellow-students, and the faculty and staff, I do therefore sign my name on the Roll of Honor and Courtesy of Anderson College.

Note:: Any student who wishes to make this pledge will be given an opportunity during a special chapel service arranged by the President of the Student Government and the President of the College.

Regular Students who reach the end of the year without demerits will be listed on the Honor Roll of Courtesy.

These names will be read by President of Student Government at the last Chapel meeting of the school year. The Honor Roll will be placed on the wall near the Library.

## THE SOCIAL STANDARDS

1. Consideration for the feelings and rights of others.
2. An attitude of helpfulness, even at personal sacrifice.
3. A spirit of cheerfulness and friendliness.
4. Quiet, self-controlled behaviour.
5. Accepted conventional table manners.
6. A sense of responsibility for pleasant table conversation.
7. Good posture in public.
8. Appropriate clothing and personal neatness.
9. Faithfulness and promptness in keeping appointments.
10. Care for the good order of places shared with others.

The code of conduct prepared by the student body of 1946 is given below.

## CODE OF CONDUCT FOR COLLEGE STUDENTS

### THE STUDENT OFF CAMPUS

#### 1. The Student on the Streets

It is ill-mannered to:

Be loud or boisterous

Chew gum in public

Eat on the street

Drop debris of any kind

Become acquainted with strange men

We make a reputation for ourselves, for our parents, and for our college by the way we behave in public. People observe us and form opinions about us when we do not realize that we are being watched.

#### 2. The Student on the Bus

It is ill-mannered to:

Push

Be noisy or conspicuous  
Assume undignified positions  
Talk to the driver

A student with gracious manners is poised and reserved on the bus; gives her seat to her elders; assists those who are incapacitated.

### **3. The Student in Church**

It is ill-mannered to:

Whisper, rustle paper, read  
Stare around  
Chew gum

Disturb others by late arrival or early departure

Be ungracious about letting others pass to seats beyond

A student with gracious manners will show by her reverent attitude that she came to church to worship God.

### **4. The Student in Restaurants**

It is ill-mannered to:

Hang around  
Be noisy or conspicuous  
Become acquainted with strange men  
Keep a table too long  
Use unconventional table manners  
Apply cosmetics in public

The gracious student is courteous to the waitress, patient, and dignified.

### **5. The Student in the Stores**

It is ill-mannered to:

Be rude to salespeople  
Buy in haste and  
Exchange purchases unnecessarily  
Get lipstick on dresses being tried on

The gracious student when shopping is appreciative of the assistance of salespeople and considerate of their feelings and energy.

## **6. The Student in the Movies**

It is ill-mannered to:

Whisper

Rustle paper

Slump in one's seat

Put feet into back of person in front

Wear hat which blocks view

Drop debris on floor

The gracious student is considerate of her neighbors and does nothing to disturb them.

## **7. The Student on Week-end Visits**

It is ill-mannered to:

Hint for an invitation

Fail to answer an R.S.V.P. invitation

Arrive late

Stay too long

Be self-centered

Be lazy when help with work is needed

Fail to write thank-you note promptly

The gracious student when visiting is observant of the ways of the household and fits into them; is unfailingly courteous; considers the preferences of others before her own; helps with the work when help is needed; maintains her share of the conversation at table and elsewhere, but does not monopolize it; takes part enthusiastically in planned entertainment; smokes only in her bedroom, unless her hostess smokes and invites her to do so; tips the servants before she leaves.

## **THE STUDENT ON THE CAMPUS**

### **8. The Student on the Grounds**

It is ill-mannered to:

Ignore strangers

Drop debris

The gracious student is helpful to strangers, and does



not merely give a needed direction but if possible interrupts her own activities personally to conduct the stranger to the desired person or place; introduces herself to guests of the college and is a cordial hostess; does not drop debris herself, and as a good citizen takes personal responsibility for the good order of her campus.

## **9. The Student in the Halls and on the Stairs**

It is ill-mannered to:

- Greet faculty members with a "Hey"
- Fail to give a salutation when passing people
- Disturb people in offices or classrooms
- Block a passage as part of an unobservant group
- Push
- Bump people while walking, reading
- Stand talking on the stairs
- Go up stairs on the wrong side
- Leave books on stairs—a danger hazard
- Precede faculty members through doorways
- Remain seated when the President passes
- Look grouchy

The gracious student greets people with a pleasant, conventional salutation, like "Good Morning"; keeps a cheerful attitude in public, no matter what her inner feelings are; apologizes if she inadvertently bumps somebody; is observant and considerate of the rights of others in a common passageway; rises when talking to an older person who is standing; rises when the President passes; not only does not drop paper or other debris on the floors herself, but as a good citizen picks up papers dropped by poorly trained students and feels a personal responsibility for the good order of the halls and public rooms of her College.

## **10. The Student in Chapel**

It is ill-mannered to:

- Chew gum

Whisper  
Read letters or study  
Slide down on one's backbone  
Move restlessly

The gracious student is attentive in chapel; gives response to the speaker by her facial expression; sits erect; is mindful that the College will often be judged by visiting speakers and artists by the attitude of its students in chapel.

---

## 11. The Student in the Classroom

It is ill-mannered to:

Chew gum  
Whisper or talk when instructor is present  
Slide down on ones backbone  
Put feet on seat in front  
Distract attention of other students  
Doodle  
Write notes  
Make irritating noises  
Shake fountain pen on floor  
Leave when bell rings before being dismissed  
Open or close windows to suit one's individual comfort  
Hand in papers which are untidy, illegible, or written in pencil  
Break appointments

The observant student realizes that the instructor must often feel as though he were addressing a blank wall, hence the gracious student facilitates teaching and makes it a joy to the instructor by indicating by her facial expression whether or not she understands; gives courteous attention voluntarily, not expecting a college instructor to keep her in order as though she were still a small child; ceases talking when the instructor enters the room or is present; rises if President Haight or a guest speaker enters the room; considers the comfort and health of others in the ventilation of the classroom, discussing any problem of ventilation with the instructor instead of opening or closing

windows; sits erect because good posture is conducive to health and concentration, while lounging in class is an attitude of disrespect to the instructor; displays a spirit of helpfulness in such services as caring for windows and erasing blackboards.

## **12. The Student in the Dining Room**

It is ill-mannered to:

Push through door ahead of faculty members who are near

Block passage to tables by stopping to talk

Begin to eat before hostess does

Carry on private conversation

Talk critically or boastfully

Either monopolize conversation or be too silent

Laugh or talk too loudly

Be grouchy

Sit badly or relax on table

Take so large a portion that too little remains for others

Pass dishes without looking

Hold table silver in awkward and unconventional ways

The gracious student realizes that she shares with the hostess the duty of maintaining worthwhile conversation at the table; is attentive to the needs of others; employs one of the two recognized usages of handling table silver.

## **13 The Student in the Dormitories**

It is ill-mannered to:

Bank doors, shattering both to human nerves and to plaster walls

Be loud or boisterous

Whistle

Run through halls, jump down steps

Play radios loudly

Be inconsiderate with typewriters

Knock loudly on doors

Enter a student's room when she is not in

Undress with shades up  
Borrow clothing or money  
Break a Busy sign  
Awaken others by noise late at night or early in  
morning  
Damage furniture or equipment

The gracious student realizes that the dormitories are places for rest, study, and quiet relaxation, and that she shares them with other students and with members of the faculty; hence she is mindful at all times of the feelings and rights of others. She is especially careful if she returns from an entertainment after light bell, or goes to the infirmary during the night, to move through the halls so quietly that she will not awaken other people; likewise if she rises early, she guards her movement to protect the sleep of others. She shares the work with her roommate in a fair manner, and maintains a neat dwellingplace.

#### **14. The Student at the Post Office**

It is ill-mannered, to:

Push to get to one's box  
Request mail to be put up  
Be noisy  
Drop paper on the floor

The gracious student awaits her turn, collects her mail, and takes it to less congested places to read.

#### **15 The Student at the Telephone**

It is ill-mannered to:

Ask who is speaking before giving one's own name  
Say O.K. or Uh Huh  
Talk too long when others also wish to use the  
phone

The gracious student remembers that the voice reveals much concerning one's personality, keeps her voice modulated pleasantly, and uses good English.

## **DEMERIT SYSTEM**

### **General Statements**

1. Students receiving 100 demerits will be expelled from Anderson College. When a student accumulates 100 demerits, he or she will be brought before the Court of Honor. An accumulation of 100 demerits constitutes a major offense.

2. The Dean of Women will write the parent of any student who accumulates as many as 10 demerits. Parents will be warned of the dangerous tendency this reveals.

3. Restrictions will not be given at Anderson College.

4. Student Government officers will keep a record sheet for each student enrolled at Anderson College. On this individual record sheet will be kept the number of demerits given the student and the reason for which given.

5. The names of students receiving demerits will be listed on the Student Government bulletin board each week.

6. The names of students receiving demerits will be read out at Student Government meetings. This is to discourage students from breaking the regulations of the College.

7. Penalty points will accumulate and become demerits, 10 points making 1 demerit.

### **Reporting and Handling Cases of Misbehaviour**

1. All misbehaviour will be reported to the Student Government Council.

2. The Council will determine the number of penalty points or demerits to be given in the light of the circumstances of each case, considering the number of times the same offense has been committed by the accused, the number of times she has been found guilty of this and other offenses, the attitude and spirit of the offender, and other guides to a fair and adequate handling of the case.

3. The Council may seek the advice of the Dean of Women when desired. The Council may also seek help from the President of the College, but should see him by appointment and in his office.

## **MAJOR OFFENSES**

When a student has committed a major offense, the student government council of Anderson College will convene a meeting of the faculty and staff members and all students in the auditorium at 12 noon the earliest date. This assembly will constitute an honor court. The accused student will go to the stage and sit with the student government officers. The President of the College and the Dean of Women will join the council members on the stage for this meeting.

The student may plead guilty or not guilty. If not guilty, said student may plead his cause. Witnesses will have to make a statement concerning the behaviour of the accused either at the council meeting, prior to the Honor Court or at the general meeting, if necessary.

**Major offenses**, involving 100 demerits are:

Cheating

Lying (making false statements on sign-out cards in Deans office when receiving permission for off-campus)

Breaking the smoking regulations

Profane language

Drunkenness

Stealing

Promiscuous behaviour of woman with a young man  
or of man with woman

Damaging property

Slipping out of buildings without permission after  
7:30 p.m.

Accumulation of 100 demerits.

The Court shall decide whether to give mercy for the first offense or request the withdrawal of the student from the College.

## **SERIOUS OFFENSES**

These offenses are so classified because they cause hurt and offense to other people in our College community. Students are seeking a better life as well as an education while in college. Please study to be kind, cheerful, considerate, and polite.

### **Serious offenses include the following:**

1. Pouting
2. Explosions of high temper
3. Excessively loud talking
4. Rudeness
5. Rebellion and failure to cooperate
6. Stubbornness, refusing to comply with the wishes of others
7. Irresponsibility
8. Personal untidiness, physically dirty
9. Moody
10. Complaining
11. Tardiness at meals, classes, meetings
12. Failure to speak politely

13. Failure to let older person pass through a door first

The faculty and staff members of Anderson College can help in this area greatly. They are responsible for their good example as well as their own behaviour. If they will tell the truth and are sincere, students will catch the gleam and become free to know the truth. If they are neat and clean in appearance, the students will want to be attractive, clean and neat. If they are forgiving, tolerant, just, fair, lovely, and sweet, the students will wish to become great Christians in their daily life. If they criticize, gossip, tattle, condemn, their own minds and hearts will tend to shrivel up and they will become little people; and their student-victims will suffer great harm of spirit and life.

Serious offenses involve no charges and no demerits, for they can be corrected only by the persons who are guilty of them. This is what makes them serious—society can do so little about them. The punishment for these offenses will be the hurt we inflict on ourselves when guilty and the knowledge of the harm and detriment caused the College community. Moreover, those guilty of these offenses should realize that they are dragging down the fair name of Anderson College given to her by the better students and leaders of today and other days gone by.

### **Minor Offenses**

1. Failure to be in room for room check—5 demerits
2. Failure to be in room for final room check—15 demerits
3. Failure to be quiet during extended lights—25 demerits
4. Absence from student government meeting, class meeting, or required entertainment—1 demerit
5. Carrying food out of canteen—1 demerit
6. Failure to carry out rules about automobile riding—5 demerits.



7. Lights on after 11:30 p.m. (end of extended lights period)—2 demerits
8. Misbehaviour in Canteen, Library, Dining Hall, classrooms, lobby, parlours, halls—Council to determine the number of demerits
9. Failure for not returning to campus on time after off-campus leave.
10. Failure to sign in on time.

(Some of these offenses apply to day as well as resident students.)

### **Penalty Points**

Penalty points are given for the following:

1. Disregarding "busy" sign.
2. Noise during study periods.
3. Calling from dormitory windows.
4. Improper dress.
5. Chewing gum in public.
6. Taking books to Chapel services.
7. Improper table manners.
8. Leaving radio on after leaving room.
9. Leaving lights on when leaving room.
10. Running water after 11 p.m.
11. Untidy room.
12. Tardiness at meals.

Some of these apply to day students as well as resident students.

The Council will determine the number of penalty points to be given in each case. (Ten points make one demerit).

## **WOMEN DAY STUDENTS**

1. Day students are bound by the Student-Faculty governing regulations.
2. Day students will observe quiet hours which are listed under dormitory regulations.
3. Day students may invite resident students to their homes for meals on Saturday and Sunday.
4. Day students may invite resident students to go riding on Saturday and Sunday afternoons within the city.
5. Day students will not smoke on the campus, neither in the buildings nor on the grounds.
6. Day students may visit in the dormitory rooms after 5:30 p.m. only with special permission from the Dean of Women. This permission must be obtained during the Dean's office hours.

## **HIGH SCHOOL REGULATIONS**

High School students belong to the Student Government Association and are directly responsible to it for their behaviour. College girls and high school girls live, work, play, and eat together, but they are two different groups in our Anderson College life. High school girls attend Chapel, vespers, concerts, parties, and take part in the total life of the College.

## MEN STUDENTS

Men students are welcome to Anderson College. You are welcome to the classrooms, the chapel, special vespers, all programs, concerts, plays and receptions. However, we hope you will realize that A. C. is a college primarily for girls and that our physical plant has limitations respecting facilities for a physical education program for men and for providing lounges. A few suggestions will help you to receive the fullest measure of the best that the school can offer you in the way of an excellent education in a cultural and religious environment.

1. The trustees of Anderson College have authorized the elimination of smoking from the campus. Do not smoke, please, while on the campus of the College.
2. Men students are required to conform to Student Government rules and regulations.
3. Men are required to attend Chapel and all required concerts, programs, and special vespers.
4. Men may eat lunch in the canteen if they do not choose to leave the campus before returning to a science laboratory in the afternoon.
5. Men students who are married must never ask A. C. girls to go anywhere with them in their cars.
6. Men students will report to their classes regularly and on time.
7. Men may use the library and canteen during the morning.

8. Men are asked not to loiter on the campus. When classes for the day have ended, your work at A. C. is finished until the next day (unless you come to the library or to special meetings).
9. Single men ask for dates with A. C. girls at the hours specified for dating. Ask in advance for a date and make plans for the date.
10. Men are required to wear coats to classes, to Chapel, and in the dining room. Coats, ties and best clothes are to be worn to concerts, vespers, and other special programs in the auditorium, and to receptions. Men must be properly dressed when calling on young ladies in the parlors, taking them out to movies, or on a dinner date. Men may wear sport clothes to picnics, sporting events, and the like.
11. Men students may study in a place especially provided for them on the Library mezzanine.
12. Men are subject to the regulations of the College.
13. Men or women will be given 25 demerits for lying on the couches or putting their feet on the furniture, cutting the upholstery or carving on the wood of the furniture.
14. Men enrolled at Anderson College are urged to be gentlemen in all their deportment.
15. Men students are never permitted to go on dormitory halls except for assisting with luggage at the beginning and end of school.

## REGISTRATION

### General Rules

In college there are many demands on your time. Since you are here for the purpose of receiving an education, the first demand is always that of the class attendance, and accordingly a class schedule will be set up for you at registration.

1. Pay fees, September 5.
2. Register for academic work, 18 hours (including 1 hour for Phys. Ed.).
3. The 5 or 6 subjects you may take include piano, violin, organ, voice, speech, or art lessons, as well as classes in secretarial science, home economics, and journalism.
4. Register for physical education. All resident and non-resident girls will take physical education (1 hour credit each semester).
5. The course in Bible 1-A and 1-B (6 semester hours for the year) is required of all regular students.
6. Register for music practice, September 12.
7. Register for Glee Club, September 8.
8. Make 3 copies of your schedule card — one for yourself, one for the Registrar, and one for the Dean of Women.
9. Secure cards of admission to classes by turning schedule card and card showing list of subjects to Class Roll Committee in registration room.
10. Register with the instructor of Art, Piano, Voice, Organ, or Dramatics, if you desire private lessons in any of these departments.

## **CLASSROOM REGULATIONS**

### **A. Class Attendance**

1. Students are required to attend all classes regularly.
2. All changes of courses must be made within two weeks following the last day of classification and registration for each semester.
3. Students will wait ten minutes for the arrival of the instructor after the ringing of the class bell. In the absence of any communication from the instructor the students may then leave.
4. Misbehavior in class will not be tolerated. Instructor will dismiss anyone from class who misbehaves, reporting the case on the daily absence report. (Dismissal from class for misbehavior constitutes an unexcused absence).
5. Report of each case is made to Dean of Faculty.

### **B. Absences**

1. Absences are recorded and reported by the instructor to the Registrar daily from the first day of regular class work.
2. Absences from class may be excused for the following reasons:  
(1) personal illness; (2) death in the family; (3) critical emergency in the family; (4) college business; and (5) field trips which necessitate absence from other classes. (One absence each semester allowed, for most trips will be taken during laboratory period, or on Saturday afternoons.

### 3. General instructions about absences:

- (1) Necessary appointments with doctors or dentists are made at times that will not interfere with the student's regular class schedule. It is in your interest as well as ours to be sure that all excuses for illness are valid. To avoid possible questions on this point, excuses for day students that are minors will be signed by one of the parents, and, when the absence involves treatment by a doctor, his statement will be attached. The same request is made of parents of boarding students in the case of illness occurring at home and delaying the student's return to classes. The only excuses for illness accepted for boarding students while in residence and not under the family physician will be executed by the college physician or nurse. A day student who is of age and self-supporting or married may submit her own excuses, attaching the statement of treatment by the physician.
- (2) Both day and resident students are responsible for taking excuses for absences to the Registrar.
- (3) Resident students will report to infirmary in case of illness.
- (4) The nurse will give the student a written excuse for absence from class at the time the student is dismissed from the infirmary. In case the doctor's services are involved a statement from the doctor is attached to the written excuse at the discretion of the Nurse.
- (5) The Dean of Women will give written excuse for absence from class of day or resident students for (a) absence due to being engaged in College business, and (b) due to being called home for an emergency in the family such as a death. The student will take the excuse to the Registrar.

- (6) The instructor gives to the Registrar a list of students (day and resident) who go on field trips when the trip necessitates absence from other classes during the day. One such absence is allowed each student each semester. The instructor will get the approval of the Registrar and Dean of the Faculty for all such trips.

### **C. Class Cuts**

1. Each student is allowed one free cut in each subject for each semester.
2. Student notifies the Registrar if the absence is a cut.
3. Three unexcused tardinesses constitute one cut.
4. Students will explain to the Registrar the reason for his tardiness. The Registrar may excuse the tardiness if the excuse is valid.

### **D. Unexcused Absences**

1. After one unexcused absence during a semester a student is placed on probation in the class.
2. After two unexcused absences a student is dropped from the class.
3. A student expelled from class by the instructor on account of misbehavior is given an unexcused absence for each expulsion.
4. No excessive cuts are allowed because an over-cut automatically becomes an unexcused absence.

### **E. Tests and Examinations**

1. Permission to make up tests must be received from the Registrar in consultation with the instructor.



2. Permission to make up final examinations which have been missed will be given only in case of serious emergency, and must be approved by the Dean of the Faculty. A fee of \$2.00 for each subject will be paid for each make-up test or examination requiring extra work by the teacher.
3. Tests will be given frequently and the students advised of their grades within a short time thereafter.
4. As the instructor finds necessary, review tests will be given.
5. The students will be informed constantly about the quality of work they are doing, and they will be often reminded of the quality of work they are capable of doing.
6. The Registrar will mail grades at the end of each quarter and each semester to the parents.
7. The instructor will inform her students about their grades at the end of each grading period (quarter and semester).
8. Grades will be posted.

### F. Grading System

The following grades will be given:

A plus	_____	100 - 98
A	_____	97 - 95
B plus	_____	94 - 92
B	_____	91 - 89
C plus	_____	89 - 86
C	_____	85 - 83
C minus	_____	82 - 80
D plus	_____	79 - 75
D	_____	74 - 70
Failure	_____	below 70

Persons withdrawing from classes will be given:

WP — withdrawing while passing

WF — withdrawing while failing

### G. Quality Points

The number of quality points in the following scale is relative to the number of semester hours in the course:

A plus and A \_\_\_\_\_ 3 quality points

B plus and B \_\_\_\_\_ 2 quality points

C plus, C and C minus \_\_\_\_\_ 1 quality point

D plus and D \_\_\_\_\_ no quality points

F \_\_\_\_\_ 1 quality point is  
subtracted for each  
semester hours of class

I — incomplete work \_\_\_\_\_ no quality points

1. When work is completed the instructor will give a grade for the semester.
2. For graduation, a student must have 64 semester hours (not including Physical Education) and 64 quality points.
3. For sophomore class standing a student must have 32 hours and 52 quality points.
4. All regular college students are required to take 5 or 6 academic subjects. Special students may take less.

### H. The Dean's List

1. Students making A's and B's in all their classes will be eligible for the Dean's List. A student making below B in any class is not eligible. The grades are considered for one semester at a time, and are not accumulative.

2. High School students making A's and B's in all classes taken are eligible for the High School Honor Roll.

### **I. Honor Code**

Each student will sign the following pledge when completing a test or examination: "I have neither given nor received help during this test, nor seen anyone else do so."

### **J. Class Conduct**

1. You are in college to learn.
2. Be on time — promptness pays.
3. Tell the truth at all times.
4. Do not be afraid to ask questions. They may not be as silly as you think.
5. Do not — Cheat  
lie  
slouch in seats  
make excessive noise (talking or laughing)
6. Instructors are expected to deal fairly with all students at all times.
7. Instructors will be polite, kind and courteous to students and expect and require the same of students.

## LIBRARY REGULATIONS

Nancy Divver, Librarian

### General Privileges

The library is open Monday through Saturday evenings, to be used by all members of the college community, in accordance with the regulations. It will be closed on Sundays, college holidays, and on evenings of required attendance entertainments.

Books, except reference and reserve books, may be checked out for two weeks, and may be renewed once for the same period. Borrowers may go to the shelves to make a selection, or may ask the help of the desk attendant in finding materials.

Books placed on reserve at the request of faculty members may be checked out at closing hours, to be returned by 9 a. m. the following school day. Books placed on strict reserve will be marked "Library use only", and may be used **only** in the library.

The latest issue of each magazine will be used in the library only. Past issues may be checked out in accordance with the rules for reserve materials. Newspapers do not circulate, but clippings will be kept if request is made to the desk attendant.

Fines will be charged for overdue or damaged books. The fine on two-week books will be 2c per day. The fine on reserve books will be 25c for the first hour overdue, and 5c for each additional hour. Each borrower is held responsible for all books and materials checked out in his name and for all fines accruing on same. Fines due the library must be paid in full before the student is entitled to take semester examinations or to receive a transcript of credit.

The regulations for correct dress in Main Building apply in the library at all times.

Resident students using the Library during evening study hours (7:30-9:30) will be required to obtain from the Librarian and give to the House President a report of the time of her arrival and departure from the Library. Upon entering the Library, report immediately to the Librarian: upon leaving, obtain the statement which she will sign and give each student.

REPORT OF RESIDENT STUDENTS  
USING LIBRARY DURING STUDY PERIOD

Miss \_\_\_\_\_

Dormitory \_\_\_\_\_ Room No. \_\_\_\_\_

Arrived at Library \_\_\_\_\_ p. m. Left \_\_\_\_\_ p. m.

Date \_\_\_\_\_

\_\_\_\_\_  
Librarian

## **Practice Regulations**

Daily practice hours for music majors are as follows: instrumental majors, two hours; voice majors, one hour in voice and one hour in piano (if the study of piano is required).

Daily practice hours for non-music majors are as follows: one hour.

Practice rooms will be assigned by the head of the department during the first week of school. The practice rooms will be checked each hour, and absences will be accounted for under the same rules as classroom regulations. Practice rooms will be kept locked, and each student will be issued a key to her room.

Each student will be responsible for her practice room in the following ways:

1. She is on her honor not to lend her key to others. (There are several pianos provided for the general use of the student body.)
2. She is expected to close the practice room window and to turn off the light upon leaving the room.
3. She should report immediately to the head of the department any mechanical failure of her practice piano.

## **General Regulations**

No student is permitted to use the chapel organ or the grand pianos on the stage without written permission from the head of the department. The Student Council will deal with anyone who disregards this regulation.

Every student receiving a voice scholarship shall be required to sing in the college choir.

Every student who is a music major is required to sing in the college choir.

## STUDY REGULATIONS

### Do I Study?

College days include laughter, fun and frolic, but they also include study and learning. Your parents are interested in you, and have made it possible for you therefore to come to Anderson College. The over-all rule for A. C. girls is — "Study! Then you will never have to cheat." Study when you study, but play when you play. You will have study hours each night from 7:30 p. m. to 10:30 p. m.

1. Good scholarship calls for a regular habit of study.
2. A study schedule is required of each resident student. Day students will make their own study schedules at home and while on the campus.
3. A definite time and place for study is essential.
4. You need to check the light where you are studying. Have light come over your shoulder. Have plenty of light.
5. When studying, concentrate on the matter in hand.
6. Use the Library for scholastic research.
7. Don't waste time carelessly reading. Learn to outline your assignments. Review often.
8. Do not be afraid to ask for help. Another student studying with you is often a big boost to your morale.
9. Don't cram for exams but study for them.
10. Keep up with your daily assignments. It is easier to keep up than to catch up. Review often.

## GENERAL REGULATIONS FOR STUDY

1. Girls will go to Library and check out books at 7 p.m., before Study Period begins.
2. Girls will be in rooms by 7:20 p.m. for 7:30 study hall room check.
3. Girls will give slips for Library absence from room or off-campus absence from room to House Mother.
4. First study period will be a two hour period. Absolute quiet and study only.
5. Second study period will be a forty-five minute period which will be a quiet period. Rooms will be checked for second study period. This may be used as a time for study or good grooming period. Water may be run for baths. Hair may be curled. Beauty aids for good grooming may be attended to. Room check will be made at 10:55 p.m. Any girl out of her room will be given 15 demerits. Lights out at 11:00 p.m. No bell. Any girl may have light extension from 11:00 to 11:30 p.m. by hanging card on her door. Lights out at 11:30. No bell. Please refer to light extension regulations. Light extension is for study only. Quiet please. 25 demerits for misbehaviour from 11:00 to 11:30 p.m.
6. Water may not be run after 11:00 p.m.
7. Girls who have late afternoon leave or early evening leave will check in for second study period.
8. Students who have off-campus in the evening must remain on the campus and study during the afternoon. Study and busy signs will be used.
9. This regulation applies also to days of required attendance on programs or entertainment.
10. Radios may be played softly during Second Study Period.



## REGULATIONS FOR EXTENDED LIGHTS

Extended lights, Monday through Friday, 11:00 to 11:30 p. m.

Hang card reading: (EXTENDED LIGHTS) on outside of door.

Lights out promptly at 11:30.

Extended lights are permitted nights of concerts, banquets, required entertainment, receptions, examination and review weeks. (Study hand book.)

Extended lights are never granted on Saturday or Sunday night.

Special permission may be had from House Mother on other occasions, if request is accompanied by note from faculty member stating that the student needs extra study.

Every girl is asked to study and be quiet for extended study. No typing at this time of night. No radios. No talking. No visiting.

15 demerits for being out of room after 10:55 p. m.

25 demerits for misbehaviour during extended lights. No visiting.

## REGULATIONS FOR WEEK-ENDS

All week-ends not closed are available to any student. A week-end begins at 12 noon Saturday and ends at 5 p.m. Sunday. During the 1955-1956 session the following week-ends are closed:

September 10-11

September 17-18

October 22-23

November 19-20

December 3-4

December 10-11

January 7-8

January 14-15

January 28-29

February 25-26

April 28-29

May 5-6

May 19-20

May 26-27 Commencement

## VACATIONS

Thanksgiving, Christmas, and Spring holidays begin at 12 noon on the first day and end at 6 p.m. on the last day of the vacation period. Students will not ask for special favors in the way of leaving the campus prior to the dead line set above.

## **GENERAL REGULATIONS FOR RELIGIOUS EMPHASIS WEEK**

Chapel at 12 noon, Monday through Friday.

Vespers, 6:30-7:15, Monday through Thursday.

There will be no cancellation of study periods 7:30-11 p.m. during Religious Emphasis Week.

Conferences will be held only during day when not in class.

Teachers will not give written tests during this week.

## **RULES GOVERNING ATTENDANCE ON THE FAIR**

One day during the Fair week, free admittance tickets are given to A. C. students and staff members.

Classes will continue through the fourth period. There will be no Chapel. Lunch will be served at 12 noon.

Girls will sign out on cards in the Dean's Office and give off-campus slips to House Mothers.

On Fair Day (usually Tuesday), girls have off campus 1 p.m.-7:00 p.m. Room check will be given at 7:15 p.m. Dinner will be served at 7:30 p.m.

First study hall bell will ring at 8:15 p.m. Room check at 8:20. All quiet at 8:30 p.m.

## **ON OTHER FAIR DAYS:**

Girls will get permission to go to the Fair from the Dean. Afternoon leave, 2:00-5:30 p.m.; late afternoon leave, 5:00-9:30 p.m., early evening leave, 6:30-10:00 p.m. Late evening leave will not be permitted.

Girls will go with parents, in groups of 4 to 6, double-date, go with friends in town who have spoken to the Dean, or with a chaperon in groups of 8 girls.

Girls may not go to the Fair after 5:30 p.m. on Saturday. Girls may not go to the Fair on day of required entertainment.

Anderson County Fair, September 26 - October 1.

## GENERAL REGULATIONS FOR BOARDING STUDENTS

### Required Attendance

1. Dinner 6 p. m., Monday-Saturday is required.
2. Morning Watch, Evening Watch and Vespers are optional.
3. Chapel, Sunday School and Church (morning) are required.
4. B. T. U. and church Sunday evening services are optional.
5. Student government and class meetings are required.
6. Joining clubs and organizations is by invitation and optional. Members are required to attend meetings.
7. Boarding students are required to be present for Founders' Day exercises, February 14.
8. Boarding students are required to attend Sunday vespers twice each year.
9. Boarding students are required to attend Crook Banquet, Christmas Banquet, Birthday Banquet, Sophomore-Freshman Reception, President's reception, faculty recitals, graduating recitals, Anderson Concert Series, plays and various programs, and First Night in December.
10. Graduating boarding students are required to attend all commencement programs and alumni convocation and luncheon.
11. Students are required to attend all assembly meetings during orientation week.
12. Resident students who are not graduating are required to attend all commencement programs. They also serve as pages and helpers for alumni convocation.

## **GENERAL RULES FOR BANQUETS**

Banquets will be held at 7:30 p.m. The first study period will be cancelled. The first study period will be cancelled. The canteen and library will be closed on nights designated for banquets. The second study period will be observed, 9:30-11. Extended lights may be had from 11:00-11:30 on nights of banquets.

Girls are required to attend banquets.

## **GENERAL RULES FOR EVENING PROGRAMS**

Anderson College evening programs will begin at 8:15 p.m. — receptions, recitals, plays, etc.

The canteen will be closed when receptions follow the programs. The second study period will be observed, 10:15-11:00. Extended lights from 11:00-11:30 may be observed on nights of required entertainment. The library will be closed.

The canteen will open for twenty minutes immediately following program if refreshments are not served following program.

Girls are required to attend faculty concerts, graduating recitals, and other programs. You will be notified accordingly.

Boarding students are required to attend Anderson Concert Series. Canteen will be open for students after returning from the concerts. 11:30 p.m., lights out on nights of these concerts.

Girls will not be given off-campus on days of required entertainment in the evenings.

## **GENERAL REGULATIONS FOR DAY STUDENTS**

### **Required Attendance**

Day students are required to attend all assembly meetings during orientation week. Day students are required to attend chapel Tuesday, Thursday and Friday each week, and to attend student government and class meetings.

Day students are required to be present for Founders' Day exercises, February 14.

Graduating day students are required to attend all commencement programs and alumni convocation and luncheon.

Day students are required to attend Sunday vespers twice each year.

Day students are invited and urged to accept invitations to Crook Banquet, Christmas Banquet, Birthday Banquet, Sophomore-Freshmen Reception, President receptions, faculty recitals, graduating recitals, plays and various programs, and First Night in December. Written excuse is to be sent to Dean of Women if not in attendance upon these social and cultural events.

## **GENERAL REGULATIONS FOR BUILDINGS AND GROUNDS**

MRS. JOHN GLENN, House Director

No food in halls.

No chewing gum on furniture or woodwork or floors.

Close windows. The person opening windows in TV room, colonnades, parlors, dormitory rooms will assume responsibility for closing them upon leaving the room.

Practice rooms. Each student is responsible for opening and closing windows in practice rooms. Close piano, turn off lights, and lock room.

Dormitory rooms. Last girl in her suite leaving dormitory room is responsible for leaving windows closed. Windows must be closed when all girls in a suite are out of the rooms.

Class rooms. Faculty members are responsible for appointing members of the classes to be responsible for turning off light, closing windows, and leaving shades half-drawn. Next class will be responsible for opening and closing windows, and handling lights and shades.

Students, faculty members, and staff members are responsible for taking care of the college property.

Hostess, House Director, and servants will keep the buildings in order. Do not be untidy. Please take all trash to cans. Do not put paper cups, food, trash under furniture. Lamps, vases, sofas, chairs, pillows must not be moved or borrowed without permissions from the House Director. Any breakage must be reported to her. Tacks are not to be put in walls.

The Drawing Room is not to be used Monday through Saturday during class hours, 8 a.m. - 4:30 p.m., unless receiving guests from out of town. Use lobby and colonnades.

#### GROUNDS —

Do not move swings, furniture on porches or grounds.

Trash should not be thrown on grounds or porches. Do not throw or take bottles and leave them on the grounds or porches.

## CANTEEN REGULATIONS

Eating: Food and drinks must not be taken from Canteen. Anyone patronizing the Canteen must remain in the Canteen for eating and drinking of food and beverages. Waste paper must be thrown in trash cans. Every one will be quiet, well behaved. Empty bottles must be put back in racks for bottles.

Dress: Dormitory students will be allowed to wear shorts to Canteen in the afternoon (3:30-4:00). No one will be allowed to go through the main building or on front campus in shorts. Go by back campus to East and West Dormitories from Canteen, if in shorts. Girls are not permitted to go to the Canteen at night (9:30-9:50) in bathrobes and house slippers. Girls may wear blue jeans if desired.

Canteen will open Wednesday, September 15.

Canteen will close Wednesday, May 23.

Canteen will be closed on special occasions when teas, parties, receptions are held. Notice will be posted on bulletin board.

## INFIRMARY REGULATIONS

OLGA PRUITT, M. D., Physician

HEWLITTE LIFSEY, Nurse

"Health and cheerfulness mutually beget each other."  
— Addison

### Office Hours:

Monday through Friday

7:30 a. m. — 9:30 a. m.

1:30 p. m. — 2:30 p. m.

9:30 p. m. — 10:00 P. M.



## Saturday

7:30 a. m. — 9:00 a. m.

1:00 p. m. — 1:45 p. m.

## Sunday

8:30 a. m. — 9:15 a. m.

Dr. Pruitt's hours at the college:

Monday, Wednesday, and Friday.

1:30 p. m. — 2:15 p. m.

1. Students who need medical attention will report to the infirmary as soon as possible.
2. Students will receive written excuse for absence from class from the nurse before leaving the infirmary. The written excuse will be taken to the Registrar's office by the student.
3. No meals will be served in the rooms. Sick girls will report to the infirmary.
4. Each bed patient should bring to the infirmary when she enters the following items: toothpaste, toothbrush, wash cloth, soap, towel, two pairs of pajamas, house coat, slippers.
5. No patient may have visitors except with the permission of the nurse.
6. Patients must be quiet at all times.
7. Nine o'clock bedtime will be observed by patients in the infirmary.
8. Meals will be served all bed patients.
9. Girls needing the doctor's services (such as dentist, eye, ears, nose, and throat specialists) will consult the nurse. The nurse will make the appointment with

the doctor and accompany the girl to the doctor's office or make arrangements for another girl to accompany patient to the doctor's office.

10. Medicine prescribed by the doctor for students should be kept in the infirmary.
11. Each girl must have a health certificate.
12. A girl who is very ill will report to the infirmary before bedtime.
13. The nurse will report misbehaviour of any girl during her stay in the infirmary to the Dean of Women.
14. Student will sign out on door of her dormitory room before going to the infirmary for an overnight stay.
15. The doctor will be called for consultation upon the advice of the nurse.
16. Girls may report to the infirmary for illness after consultation with the house mother, if taken ill during the night.

### **DINING ROOM REGULATIONS**

MRS. N. W. BALSTER, Dining Room Manager

Dining room will open September 3, at 12:30 p.m. and close May 27 at 1:15 p.m.

The dining room will close after lunch for all holidays. The dining room will open 6 p.m. at the end of holidays.

Lunch will be served 12:00 noon on day holiday begins.

Dining room closes and opens for students, faculty and staff according to schedule.

Faculty and staff members and students are requested to be on time for meals.

Faculty and staff members and guests of the College enter the Dining Room before the students enter. (President and Mrs. Haight will take their guests into the Dining Room before others enter.)

Students are requested not to linger in front of the Dining Room doors. Wait in the parlors, lobby before meal times.

Warning bell will be rung twice by the Dining Room Manager ten minutes before meals. The Dining Room doors will be opened five minutes before meals. (This will eliminate rushing and ill-manners.)

Meals will be served on time — 7:30 a. m., 12:45 p. M., 6:00 p. m. (Sunday 1:15 p. m.) The Dining Room Manager will open doors at the end of meals. No one may leave Dining Room before doors are opened. Students will not leave Dining Room before special guests.

#### Dining Room Bells:

- 7:15 a. m. — Bell for breakfast.
- 7:20 a. m. — Doors are opened.
- 7:25 a. m. — Doors are closed, morning watch.
- 7:50 a. m. — Doors are opened for girls to leave.
- 12:35 p. m. — Bell for Lunch.
- 12:40 p. m. — Doors are opened.
- 12:45 p. m. — Doors are closed.
- 1:15 p. m. — Doors are opened for girls to leave.
- 5:50 p. m. — Bell for dinner.
- 5:55 p. m. — Doors are opened.
- 6:00 p. m. — Doors are closed for dinner.
- 6:30 p. m. — Doors are opened for girls to leave.

Sunday dinners will be more leisurely, 1:15 - 2:00 p. m.

## MEALS

Each person eating in the Dining Room is requested to be on time for each meal.

1. BLESSING. At Anderson College we will sing the blessing. Occassionally special guests may be asked to offer a prayer of blessing. Each person will stand quietly behind her chair with hands at side until after the blessing has been given. The table Hostess gives the signal to be seated by taking her seat.

2. CONVERSATION. All A. C. girls will strive at all times to be pleasant, considerate, and thoughtful, especially in the Dining Room. Make pleasant conversation. Learn to be an interested and an interesting person.

3. TABLE HOSTESS. A Sophomore will serve as Hostess for each table. No one may leave the Dining Room until the Dining Room Hostess opens the doors. This is the signal to the hostesses that they may then excuse the students at their tables, if every one has finished eating.

4. MANNERS. Reminders: (1) Hands in lap. Do not play or toy with silver or glassware while eating. (2) Elbows off table, please. (3) Slow eaters and fast eaters will learn to eat normally, neither too fast nor too slowly. (4) Keep mouth closed while chewing food. Talk only when there is no food in your month. (5) Leaving the Dining Room, express a few "thank you's" — they help everybody. Learn to be lavish in expressing appreciation. Leave the Dining Room quietly.

5. DRESS. A student who is improperly dressed may be refused entrance to the Dining Room.

6. FOR SPECIAL OCCASIONS. Dress up in a dressy dress and with hose. Wear jewelry or flower if desired. Sunday morning breakfast is informal — house coats,

house slippers, and kerchiefs. Shorts are never allowed for picnics on the grounds or for the Dining Room. For dinner each evening girls are expected to be well-groomed. Skirts, sweaters, socks, school clothes are for the regular meals scheduled in the Dining Room. Kerchiefs and rolled hair are not allowed.

7. COMPLAINTS. Let us all be thankful to God for His manifold blessings. Please do not complain about the food. The dietitian will receive suggestions once a week about cooking your favorite dish.

8. DRAWING OF NAMES FOR SEATING. Draw names as you leave the Dining Room. We change tables on Monday, at supper. Let us get acquainted with one another.

9. DEMERITS. Dining Room Hostess as well as members of the Student Government Council will report to the Council the names of girls who misbehave in the Dining Room.

10. MEAL TICKETS for guests may be bought in the Business Office from Miss Kay.

11. Parents will be entertained in the Dining Room free one time each semester.

12. Day students may eat in the Dining Room for the same price as guests.

13. Day students may purchase tickets in the Business Office for meals.

14. Students are requested to be on time for meals. The bell will ring 5 minutes before each meal.

15. Students, staff and faculty are requested to conserve food by signing the meal book when they plan to eat away from the College.

16. ANNOUNCEMENTS. Announcements will not be made in the Dining Room. There may be necessary exceptions for emergencies. Enjoy your meals. Forget math, Spanish and Chemistry, and how hard the test is going to be. Let us relax and enjoy our food and the fellowship with one another.

17. Food will not be taken from the Kitchen or Dining Room.

18. Utensils will not be borrowed from the Kitchen.

19. Silverware will not be taken from the Dining Room.

### **KITCHEN REGULATIONS**

Serving three meals a day is a big task. Do not ask favors of the cooks, Dietitian, or Dining Hall Manager.

Faculty, staff members and students are asked not to loiter in the Dining Hall after meals. The Dining Hall and kitchen need to be cleaned immediately following meals under the supervision of the Dining Hall Manager and the Dietitian.

### **GENERAL REGULATIONS**

1. All announcement sheets must be given out at Student Government meetings, Monday noon.
2. Fire Drills. Students of the College will take part in Fire drill under the direction of the Fire Department of Anderson during orientation week. Fire drills will be called by the Dean of the Faculty and by the Dean of Women. They will be in charge of the student government.
3. Post Office. If students wish to give their college post office box number to their correspondents, they

should request the latter to put College Post Office Box on the envelope; otherwise confusion is caused with the city post office boxes.

4. Room keys are furnished each student. The College is not responsible for any missing articles.
5. Students are responsible for any damage done to their room or furnishings of their room. The College will charge the damage to the students responsible.

#### 6. OFF-CAMPUS AUTOMOBILE RIDING

The Student Government regulations concerning automobile riding apply to resident students calling or visiting in town, with the following modifications. A resident student may go riding with her town hostess, or with an adult chaperon provided by the town hostess. When two or more couples are going out together without adult chaperonage, the resident student in such a group may ride to and from a destination in Anderson only, but may not go riding for entertainment except afternoon dates within city limits. (Dates — men or women friends.)

- (1) With special permission, students may ride with approved friends or relatives within a twenty mile radius of the city limits of Anderson, until 5:30 p. m.
- (2) Students are not to ride in taxis, except to and from bus station, without the permission of the Dean of Women.
- (3) Students are not permitted to drive cars belonging to others.
- (4) All students must have permission from home to ride within the regulations of the College. This must be on file in the office of the Dean of Women.
- (5) Dating in parked cars is absolutely prohibited.

- (6) Students may ride to and from a week-end visit with young men with their parents' permission.
- (7) Students may ride in cars on double dates within the city limits with blanket permission for automobile riding.

## 7. WALKING

- (1) Students may call on friends in Anderson on Sunday.
- (2) Students must return to the campus by 5:30 p.m.

## 8. TELEPHONES

- (1) All incoming calls are handled over the telephones in the dormitory.
- (2) Out-going calls should be made from the pay telephones in the dormitory.
- (3) Office phones are business phones. Girls are requested not to use them for personal calls.
- (4) No telephone calls may be made after 11:00 without special permission.
- (5) Day students will use the pay telephone in the hall across from the Dean's office.
- (6) Students will please limit all calls to five minutes.

## 9. FINES

Cash fines will be collected for the infraction of the following rules:

- (1) A fine of \$1.00 will be charged to any student who leaves lights or radios on during the day, when no one is in the room.
- (2) Food or equipment taken from the dining room will be a \$5.00 fine.
- (3) A fine of \$1.00 will be charged to any student for moving furniture from one room to another without permission.



- (4) A fine of \$5.00 will be charged to any student removing screens from the windows.
- (5) Room keys may be secured from the House Manager immediately upon arrival.

#### 10. FIRST FLOOR

- (1) Students do not study in the parlors.
- (2) Students do not play the Drawing Room piano except during free time:  
4:30 - 6:00 p. m.  
6:30 - 7:20 p. m.  
Saturday, Sunday afternoons and evenings:  
9:30 - 10:00 p. m.
- (3) Students are requested to be careful of their appearance on first floor, since there are usually visitors there.

#### 11. CARE OF COLLEGE PROPERTY

Students are asked to cooperate in the care of buildings. The cost for repairing damage to college property will be charged by the administration to the student causing the damage.

#### 12. OVERNIGHT GUESTS (Out-of-Town Guests)

Guests may be entertained in the dormitory overnight on the week-ends. The student hostess will obtain permission from the Dean of Women in advance. Register the guest in the Dean's office upon her arrival.

Guests may be entertained in the college dining room at the following rates: 25 cents for breakfast, 40 cents for lunch, 75 cents for dinner and 75 cents for Sunday dinner and special occasions.

Parents may be entertained in the college dining room as guests of the college once each semester exclusive of the first and last weeks of school.

## How We Dress at Anderson College

As Anderson College girls we like to be dressed properly for each occasion. So here is how we do it!

For hikes, hayrides, and the like we wear blue jeans or slacks. We may wear blue jeans to the Canteen at night. We never wear them on the bus or in the Main building.

In the dining room we are always neatly dressed. No rolled hair or sloppy apparel here. On Thursday night we dress for dinner. A dressy dress, hose and high heels will be right for this occasion.

For birthday parties and for receptions we come in our prettiest clothes — evening dresses.

For church and for shopping we wear hose and heels and, of course, hats. Our dresses or suits are modest and becoming. At all times we avoid too low cut dresses.

For dating we try to dress for the occasion. For a dinner date we would dress up. For a movie a skirt and sweater would be appropriate. Going on a picnic or hike would probably call for jeans.

Sunday breakfast is a special treat. We wear our housecoats, house slippers, and kerchiefs over our rolled hair.

We wear shorts in our rooms and to Physical Education.

Whenever we go to the Main Building we wear campus clothes because this is the location of the business offices and reception rooms.

## OFF-CAMPUS REGULATIONS

### College Standards

Students are under Student Government regulations from the time of their arrival in the City of Anderson to the time of their leaving the city. They must report immediately to the college upon arriving in the city after week-end visits or vacations. When leaving the campus for an out-of-town visit, they must have the permission both of the Dean and of their parents. They are expected upon every occasion in town to conduct themselves in accordance with the standards maintained at the college.

### Off-Campus Privileges

The number of times leaving the campus is the responsibility of each individual student. Off-Campus activities must not interfere with class room preparations, work scholarships, regular meetings of religious and club organizations and extra curricular activities.

### REPORT OF RESIDENT STUDENT HAVING OFF-CAMPUS

Name \_\_\_\_\_

Dormitory \_\_\_\_\_ Room No. \_\_\_\_\_

Left the Campus \_\_\_\_\_

Destination \_\_\_\_\_

Return to campus \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Dean of Women

1. Student fills out slip.
2. Dean signs slip.
3. Student signs out on card in Dean's office.
4. Student signs in on card.
5. Student leaves slip with House Mother.

### **PERMISSIONS**

Special permission from parents upon each occasion is needed for certain off-campus activities: for others, the general permission blank suffices.

SPECIAL PERMISSION is needed for the following activities:

1. To spend week-ends at home.
2. For over-night visits at places other than student's own home. A written invitation from the hostess is also required, both permission and invitation to be mailed directly to the Dean's office upon each occasion. Week-end permission and invitation should reach the Dean not later than Thursday. Telegrams and telephone messages will be accepted only in cases of emergency.
3. For spending week-end on another college campus. A written invitation from the host or hostess is required, both permission and invitation to be in office of Dean not later than Thursday.

4. For traveling from the college to make visits, if the travel arrangements involve riding unchaperoned with a man in a private car.
5. To travel by airplane: the college assumes no responsibility in case of accident.

THE GENERAL PERMISSION BLANK, filled out by parents and filed in the office of the Dean of Women, covers the following off-campus activities:

1. To attend Clemson Concerts with a group of students and a chaperon.
2. To travel with the Glee Club (if a member) with chaperon.
3. To go on deputation trips with religious organizations, accompanied by a chaperon.
4. To attend parties at Clemson on invitation of the school, the group accompanied by a chaperon.
5. To attend B. S. U. conventions, fall and spring, in group with chaperon.
6. To accept invitations for meals and parties at homes in Anderson which are arranged for by the hostess with the Dean of Women.
7. To have dating privileges (girls are required to double-date).
8. To ride in cars to and from the College when dating or having off-campus within the city limits.

## OFF-CAMPUS REGULATIONS

### Permissions

Permissions for off-campus may be granted only by the Dean of Women and Dean of the Faculty. (Refer to regulations concerning occasions when both Dean of the Faculty and the Dean of Women act.)

Permission may be granted only in the Dean's Office.

Permission for off-campus will be given by the Dean of Women only during her office hours. (They will not be given in front hall or after dinner in the evening.)

### How to Sign Out for Off-Campus

1. Get permission from the Dean of Women for off-campus. Requests will be oral with full explanation.
2. Sign on card for off-campus in Dean's Office.
3. Dean of Women will sign slip for student who has off-campus.
4. Signed slip will be given to House Mother.
5. Dean of Women will have each student's class schedule in her office.
6. Dean of Women will refer to class schedule before permission is granted to leave campus.
7. Students will not be allowed to leave the campus until 2 p. m. except on Saturday and Sunday or unless leaving campus with chaperoned group on college business.
8. Students will sign in on cards in Dean's Office.
9. Girls will double-date.

10. Girls will have single dates only by a very special permission.

### **Types of Off-Campus Leave**

1. Student groups on school business.

This includes groups going to B. S. U. conventions, Glee Club engagements, deputations in churches or associational meetings, and the like.

The sponsor or director will make written request of the Dean of the Faculty, including the occasion, date and time, and list of individual students.

After approval by the Dean of the Faculty, the sponsor or director will handle the project through the Dean of Women in the usual way for all off-campus leaves.

2. Resident Students in groups of 2, 3, or 4 or more.

- (1) Afternoon movies, 2-5:30 p. m., returning to campus from afternoon movies for dinner. Girls may go when their classes are not scheduled.
- (2) Afternoon shopping, 2-5:30 p. m., Monday - Friday, when classes are not scheduled. Girls must return to campus for dinner.
- (3) Saturday afternoon leave: for lunch in town, 12-5:30 p. m.; shopping and movies, after lunch, 2-5:30 p. m.
- (4) Late afternoon leave, 5-9:30 p. m., for dinner and early show. Girls sign 2 slips, one for Dining Room Manager and one for House Mother.
- (5) Walking on Boulevard between Calhoun and Greenville Streets, 4:30-5:30 p. m., or on front walk of campus, 6:30-7:15 p. m.
- (6) Early evening leave for shopping, 6:30-10:00 p.

m., Fridays. Their rooms will be checked at 10:15 p.m.

- (7) Early evening leave, night movies, 6:30-10:00 p.m., room check will be made at 10:15 p.m.
- (8) Afternoon automobile rides, Saturday and Sunday. Girls may accept invitations to go riding in cars within the city limits on Saturday and Sunday afternoons with friends, between 3 and 5:30 p.m. Girls must have the approval of the Dean of Women for each case.

### 3. Off-campus leave with parents.

Parents will stay in town at hotel or motel when visiting over night in Anderson.

Parents will write to the Dean of Women in advance if they wish to check out their daughters and daughter's friends for dinner and evening, 5:30-10:00 p.m., Monday and Friday.

Daughters who go out with parents during the week must check in for the second study period.

Parents will get permission from Dean when they wish to take daughters and their friends out for Lunch, Dinner, or Supper, or automobile riding on Saturdays or Sundays.

Parents who do not write in advance and cannot see the Dean of Women before 5:30 p.m. may visit with their daughters in the parlors or lobby (mothers may visit in their daughter's room).

Parents will not be given permission to have daughters spend the night in hotel while visiting in Anderson.

Parents are asked to visit with daughters in parlours after evenings of special entertainment or programs. Please do not break regular routine of the students. Monday - Friday.



Visiting hours at the college:

Monday - Friday, 4:30 - 5:30 p. m.

6:30 - 7:15 p. m.

Sat. and Sunday, 2:00 - 10:00 p. m.

#### **4. Off-campus - Dating**

A. C. girls may date boys whose names are on an approved list in the office of the Dean of Women. The names will be supplied from various sources. Names of boys whom the student has known and whom the parents approve may be sent to the Dean by the parents. Names of other boys whom students meet after coming to the College may be added by the students themselves with the Dean's approval. Boys who are on the approved list may bring other boys and introduce them to the Dean. Their names, too, may be added to the approved list. Boys who do not prove themselves to be gentlemen are subject to having their names placed on a black list by the Dean in consultation with the Student Council. Girls will not be permitted to date boys on the black list.

Sophomores double-date with sophomores. Sophomores may single-date with special permission. Freshmen are required to double-date. They may date with freshmen or sophomores. High school girls are required to double-date with sophomores during the first quarter; they may date with freshmen or sophomores during the second quarter. During the second semester, they may double-date with other high school girls.

There are no free nights. There are only off-campus, and dating on the campus, and attending entertainments on campus.

The Dean is responsible for guiding students in the matter of using their off-campus privileges. Each student is responsible for her allotted tasks such as preparation for class work, extra-curricular activities, meetings of organizations, work scholarship duties.

## **Social Regulations**

1. Girls will usually go by bus when dating.
2. Students may ride in a car with a young man if parents permit. (See automobile riding regulations.)
3. Girls may not sit in cars longer than three minutes after returning to campus.
4. After returning to the campus, if time permits, girls may entertain their dates in the approved dating places.
5. Girls will tell their dates goodbye graciously when it is time for them to sign in.
6. Girls will be given 5 demerits for failure to be in their rooms for room check.
7. Girls may use the foyer of the Main Building, the little parlor, TV Room, Drawing Room, or West Colonnade for entertaining dates at the College.
8. When it is time for a date to arrive it is the responsibility of the girl to be waiting in the Drawing Room or Main foyer. The Dean will answer the door bell.

## **Types of Dating**

1. Dinner dates.
2. Tennis or other sports events.
3. Evening — parlour, show, concerts, parties, church.
4. Afternoon—shows, riding, playing tennis, going on picnic or parties in group with chaperon (which might be late afternoon leave).

## Time of Dating

1. Parlour dates may be had only on Saturday and Sunday evenings and Sunday afternoon.  
Saturday — 7:30 - 10:30 p. m.  
Sunday afternoon — 3:30 - 5:30 p. m.  
Sunday evening — 5:30 - 8:30 (early date)  
Sunday evening — 7:00 - 10:00 (late date).
2. Church dates —  
5:30 — 10:00 p. m. (early date).  
7:00 — 10:00 p. m. (late date).
3. Dinner dates, Monday through Saturday — 6:30 - 9:30 p. m.
4. Early evening shows — 6:30 - 10:00 p. m.
5. Late Evening — 7:30 - 10:45 p. m.
6. Late Afternoon, dinner and show —  
5:00 - 9:30 p. m.  
5:30 - 10:00 p. m.
7. Early Evening, dinner and show — 6:30 - 10:45 p. m.
8. Afternoon Dates — 2:00 - 5:30 p. m. (Shows, sports events, swimming Recreation Center in May).
9. Automobile Riding, Monday through Friday — 4:30 - 5:30 p. m. (Within city limits with parents blanket permission).  
Saturday and Sunday — 3:00 - 5:30 p. m. (Special permission must be had if riding goes beyond city limits. This must be obtained from parents, Dean of Women, and Dean of the Faculty.)
10. There may be other occasions for dating not listed. Consult the Dean of Women.

### **Week-End Permissions**

Week-end is 12 noon Saturday to 5 p.m., Sunday.

Girls are permitted to visit out of Anderson for open week-ends.

Permission from parents must be in the office of Dean of Women by late Thursday. Girls will sign out Saturday.

Girls are not permitted to have open week-ends in Anderson.

### **Off-Campus Visiting in Anderson**

Students are sometimes invited by individuals or churches to dinner parties, teas, and the like in Anderson.

The Dean of Women will be notified accordingly.

Students are responsible for being sociable and are expected to accept such invitations unless they find it impossible.

If invitations are accepted, students must go.

They will sign in and out at the Dean's office in the usual way.

## **ENTERTAINING**

Resident students are allowed to entertain non-resident women students in their dormitory rooms only on Saturday and Sunday afternoons, 2-5:30 p.m., and on Monday through Friday, 4:30-5:30 p.m.

Women day students must have permission from the Dean of Women if they wish to visit and study with resident students during the first evening study period. The Dean will sign slip for student to give to House President stating that this privilege has been granted.

House mothers may give day women students permission to visit in the dormitory rooms during class hours

provided they wish to visit with a particular student or students. This will not be encouraged.

Resident students are not permitted to spend the week-end in the city.

Resident students may entertain only out-of-town guests in the dormitories over night.

Resident students may invite friends, day students or parents and relatives to have 6 o'clock dinner or 1:15 dinner on Sundays. Pay Dining Room Manager 75 cents for each such meal.

Resident students, with the Dean's permission, may entertain groups of friends in the parlours of West Dormitory by arranging ahead of time.

Resident students are urged and expected to accept group invitations by town hostesses for luncheons, Sunday school parties, etc. Dean arranges these engagements. Please be sociable.

Resident student may entertain day students by inviting them as their guests to go to show, luncheon, dinner in town by arranging this with the Dean. Dean must have knowledge of all such arrangements.

## **DORMITORY REGULATIONS**

### **Visiting**

Men are not allowed on the dormitory halls except when assisting with luggage at the beginning and end of school.

Girls will not spend the night in other girls' rooms except on Saturday nights.

Students are asked not to visit in the faculty and staff's rooms. If you need to see a faculty member, arrange a conference in the classroom or in the parlors.

## **Drinking**

Any student known to be under the influence of alcohol or to have alcoholic drinks in her possession while under the jurisdiction of the college will be subject to expulsion.

Shades must be drawn at night when lights are turned on; they should be raised when windows are opened for air while sleeping, and should be kept raised during the day, as natural light is better for the eyes (and for electric light bills!) than artificial light.

A student should not enter another girl's room when she is out.

Permission must be obtained from the house manager for moving furniture from one room to another.

Laundry is sent out and paid for by students, who are to comply with the instructions given by the house mother.

**VALUABLES AND LOST ARTICLES**—The college is not responsible for money and valuables left in rooms; they should be placed in the college bank or vault. Lost articles should be advertised on the bulletin board; articles found in or near the college buildings should be taken to the Dean's office.

**ROOMMATES**—One should not form too hasty a judgment of one's roommate; her first impression may be disappointing, too. Early in the college year a "moving day" is appointed for those who wish to room with friends.

Smoking not allowed.

## **GENERAL RULES CONCERNING IRONING ROOM**

Ironing is not permitted in student's room.

Cooking is not permitted in student's room. (Fire regulations).

Ironing room will be opened:

8 a. m — closed 12 noon.

1:30 p. m. — closed 5:30 p. m.

Monday through Saturday.

No ironing on Sunday.

No ironing in evenings.

House Mothers will post on their bulletin boards time and days for laundry service.

### INSPECTION OF ROOMS

1. Beds must be made up neatly.
2. Dresser and desk tops must be kept in good order.
3. Clothes must be picked up and hung up.
4. Floors must be swept.
5. Furniture must be dusted.
6. All belongings (including clothes) must be neatly arranged.
7. Trash must be emptied out.
8. House Mothers will arrange for grading of bathrooms so that this may be checked as a matter of routine.
9. House Mothers will notify girls when their rooms are untidy.
10. Woodwork shall be dusted.
11. Damage to furniture or walls must be paid for by students who occupy the room. This will be given special attention in daily inspection.

## **STUDY PERIOD REGULATIONS**

### **First Period**

1. Absolute quiet.
2. No radio or record players may be run.
3. Girls cannot go to practice rooms.
4. No typing.
5. No running water.
6. Dean of Women will sign card if you wish to study with another girl in her room. House President must know where you are.

### **Second Period**

1. Radios and record players may be played softly.
2. No one may leave room to study in another girl's room.
3. You may type.
4. Good time for grooming.
5. Water may be run, but not after 11 p.m.
6. Quiet.
7. Those who wish to combine study with other preparation for next day may do so.

## **ROOM CHECK**

1. Inspection.  
Rooms will be inspected 10 a.m. daily by House Mothers.



2. Rooms will be checked for the following: S. S. and church attendance, and required entertainment.
  - a. Sunday school and church, 9:45 a. m. Sundays.
  - b. Required entertainment in auditorium, 7:55 p. m. by House Mothers. Bell will ring at 7:45 p. m. for girls to go to main building. When program begins at 8:15, therefore, students should go to the auditorium by 8:00 p. m.
  - c. Anderson Concert Series. 7:15 bell will ring for students to go to the Main Building: 7:20, room check by House Mothers.
  - d. Required banquets. 7:10 bell will ring for students to leave rooms and go to the Main foyer. Room check 7:15 by House Mothers.
  - e. The Dean of women will post on bulletin board time for room check for other programs.
3. Study Periods —  
Room check, 7:20 - 7:25 p. m., first period.  
Room check, 10:15 for second period.
4. Final room check for the evening at 10:55; lights out, 11:00 p. m.
5. House President, House Mothers, Proctors, Marshalls will cooperate together in the matter of room checks
6. Every girl not in her room or accounted for properly for study periods will receive 5 demerits, but —
  - (1) any girls who has evening leave (off campus) will have slip signed by Dean of Women with date and time of return to campus which she will give to the House Mother to have for room check;
  - (2) girls will be given slip by Librarian for Library absence from room, and she will give this slip to the House Mother on her return to her room. A student is thus properly accounted for.

## PSALM 121

I will lift up mine eyes unto the hills,  
from whence cometh my help.

My help cometh from the Lord, which made  
heaven and earth.

He will not suffer thy foot to be moved:  
He that keepeth thee will not slumber.

Behold, he that keepeth Israel shall neither  
slumber nor sleep.

The Lord is thy keeper: the Lord is thy  
shade upon thy right hand.

The sun shall not smite thee by day, nor  
the moon by night.

The Lord shall preserve thee from all evil:  
He shall preserve thy soul.

The Lord shall preserve thy going out and  
thy coming in from this time forth, and even  
for evermore.



## TABLE OF CONTENTS

	Page
President Haight Speaks _____	5
The Anderson College Ideal _____	6
Alma Mater _____	7
The President's Welcome _____	8
Greetings from the Music Department _____	9
Welcome _____	10
Student Government _____	11
W. A. A. _____	12
B. S. U. _____	13
Y. W. A. _____	14
Administration—Office Staff _____	15
Administration—General Staff _____	16
Administration—Instructional Staff _____	17
Administration—Student Life _____	18
Office Hours _____	19
College Calendar _____	23
Traditions _____	27
Crook Rules _____	28
Calendar of Activities _____	30
Entertainment _____	31
Schedule for Classes _____	32
Schedule for Meals _____	32
Daily Schedule for Dormitories _____	33
Schedule of Meetings _____	34
Faculty Committees _____	36
Church and Chapel Attendance _____	36
Religious Activities Council _____	36
Religious Organizations _____	37
College Organizations and Clubs _____	38
Anderson College Songs _____	42
Grace at Meals _____	47
The Honor Code _____	48
Constitution _____	49
The Dean of Women's Responsibility _____	56
House Mothers' Responsibility _____	57
The House Manager's Responsibility _____	58
Pledge _____	59
The Social Standards _____	60

TABLE OF CONTENTS	Page
Code of Conduct for College Students	
The Student Off Campus _____	60
The Student On the Campus _____	62
Demerit System _____	67
Women Day Students _____	72
High School Regulations _____	72
Men Students _____	73
Registration _____	75
Classroom Regulations _____	76
Library Regulations _____	82
Practice Regulations _____	84
General Regulations _____	84
Study Regulations _____	85
General Regulations for Study _____	86
Regulations for Extended Lights _____	87
Regulations for Week-Ends _____	88
Vacations _____	88
General Regulations for Religious Emphasis Week _____	89
Rules Governing Attendance on the Fair _____	89
General Regulations for Boarding Students _____	90
General Rules for Banquets _____	91
General Rules for Evening Programs _____	91
General Regulations for Day Students _____	92
General Regulations for Buildings and Grounds _____	92
Canteen Regulations _____	94
Infirmary Regulations _____	94
Dining Room Regulations _____	96
Meals _____	98
Kitchen Regulations _____	100
General Regulations _____	100
How We Dress at Anderson College _____	104
Off Campus Regulations _____	105
Entertaining _____	114
Dormitory Regulations _____	115
General Rules Concerning Ironing Room _____	116
Inspection of Rooms _____	117
Study Period Regulations _____	118
Room Check _____	118
Psalm 121 _____	120





